

JULY 14, 1969

REPORT OF THE REVIEWING COMMITTEE
ON THE
NATIONAL LIBRARY, CALCUTTA



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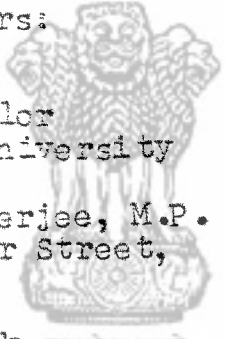
JULY 14, 1969

To

The Minister for Education & Youth Services,
Government of India,
Shastri Bhavan,
New Delhi.

Dear Sir,

I have much pleasure in presenting to you the Report of the Reviewing Committee which was appointed by the Ministry of Education, Government of India, to review the working of the National Library, Calcutta, and to suggest measures for its efficient functioning and future development. The Committee was appointed by order No. F.10-7/68-CAI(2), dated 14th May, 1968, and it consisted of the following members:

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|---|------------------|
| 1. Dr. V.S. Jha
ex-Vice Chancellor
Banaras Hindu University | Chairman |
| 2. Prof. H.N. Mukherjee, M.P.
14, Indian Mirror Street,
Calcutta-13. | Member |
| 3. Prof. V.K. Gokak, 
Vice-Chancellor,
Bangalore University,
Bangalore | Member |
| 4. Shri S.K. Gupta, I.C.S.(Retd.),
P-404/5, Gariahat Road,
Calcutta-29. | Member |
| 5. Shri B.S. Kesavan,
Director, INSDOC,
Hillside Road,
New Delhi | Member |
| 6. Shri P. Gangullee,
Deputy Secretary to the
Government of India,
Ministry of Education,
New Delhi. | Member |
| 7. Shri D.R. Kalia,
Librarian,
National Library,
Belvedere, Calcutta-27. | Member-Secretary |

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The Committee held nine sessions on the following dates:

- 1st session - 18th to 20th June, 1968, at Calcutta
- 2nd session - 1st July, 1968, at Calcutta
- 3rd session - 9th to 13th September, 1968, at Calcutta
- 4th session - 2nd to 4th November, 1968, at Madras
- 5th session - 5th and 6th November, 1968, at Bangalore
- 6th session - 26th to 30th November, 1968, at Calcutta
- 7th session - 23rd to 27th December, 1968, at Calcutta
- 8th session - 27th to 30th January, 1969, at New Delhi
- 9th session - 4th June, 1969, at New Delhi.

At the first session the Committee visited the various Sections of the National Library and had discussions with the representatives of the Ministry of Education and, in a general way, examined the functions of the Library.

At the second session the Committee considered and approved a detailed questionnaire for eliciting the views of the different categories of users of the National Library regarding its aims and objectives, its activities, the use of its services, the suitability of the present organisational and administrative set-up, the staffing pattern of the Library, and the adequacy of financial support made available by the Government of India. The Committee also finalised the list of members to whom the questionnaire should be sent, and also the manner in which the replies should be summarised.

The third session generally reviewed the working of the National Library and considered the need for the strengthening of the book collection, especially in the Indian languages, through systematic surveys, and considered the

desirability of having on the staff persons with a scholarly background and research experience for systematic acquisition and interpretation of the resources of the Library to the users.

The Committee met the members of the present Advisory Council of the National Library and Prof. Sher Singh, the then Minister of State for Education. The representatives of the National Library Employees' Association and a number of prominent persons in Calcutta were also interviewed during this session.

The fourth session was held in Madras and the Committee called on Shri C. Rajagopalachari and Shri Arcot Lakshmanaswami Mudaliar, the Vice-Chancellor of the University of Madras, for eliciting their valued opinion on the subject under review.

The fifth session was held at Bangalore and the Committee interviewed a number of important citizens and Librarians in Bangalore among whom was Dr. Masti Venkatesha Iyenger. The Committee called on the eminent scholar and President of the Gokhale Institute of Public Affairs, Dr. D.V. Gundappa, at his residence in Bangalore.

The sixth session was held at Calcutta where some more eminent individuals and senior members of the staff of the National Library were interviewed. At this session, the Committee determined the broad outlines of the report.

The seventh and the eighth sessions held at Calcutta

and at Delhi discussed the draft of the report which was finally approved and signed at the ninth session held at Delhi on the 4th June, 1969. The Report is unanimous, except that Shri D.R. Kalia, Member-Secretary, has recorded a note of dissent.

The Committee had sent out 4050 copies of the questionnaire to various institutions, individuals and leading foreign librarians. About 250 replies were received and analysis of the replies shows that of the replies received seventeen were received from distinguished librarians from abroad. A list of the persons who appeared before the Committee is given in Appendix-II.

The Committee wishes to place on record its sense of deep gratitude towards those who responded to the questionnaire and to those who appeared before it to give their views in respect of the work and future development of the National Library. Their suggestions have greatly helped the Committee to formulate its recommendations.

Shri B.S. Kesavan has placed the Committee under deep obligation by preparing the draft of this report. His experience and knowledge of the National Library were of great value to the Committee. The Committee is particularly beholden to our Member-Secretary, Shri D.R. Kalia who made the resources of his office available to us and helped us by preparing the material and by obtaining the

information required. He and the members of the staff of the National Library extended to us all assistance which we required and they were unfailing in their courtesy.

I wish to express my personal gratefulness to my colleagues on the Committee with whom it was a privilege to work. Their co-operation and support were throughout unstinted. It is no small tribute to them that, even during the moments of severe strain in dealing with issues involved in vexatious controversies and other irritations, the deliberations of the Committee never lost its calm dignity, detachment and good humour.

New Delhi,
July 21, 1969

Yours sincerely,

Sd/- V.S. Jha

P.S. Please see another letter July 21, 1969.





PART - I
R E P O R T
CHAPTER-I

THE HISTORY AND GROWTH OF THE SERVICES OF THE
NATIONAL LIBRARY, CALCUTTA

1. For a detailed account of the history of the National Library we would refer the reader to the publication on "India's National Library" brought out in 1961. The present chapter mentions only the landmarks in the history of the National Library and the salient features of the growth of the services and functions of the Library.

2. What is our National Library today had small beginnings. In 1835 a public meeting in Calcutta thought it "expedient and necessary to establish in Calcutta a public library of reference and circulation, that shall be open to all ranks and classes without distinction, and sufficiently extensive to supply the wants of the entire community in every department of literature". This Library was housed in a gracious building raised in honour of Sir Charles Metcalfe whose defence of the freedom of the press remains memorable to this day.

3. The father of the Bengali novel, Peary Chand Mitra, became its Chief Librarian. The Library, based on subscription and donation had a fairly fitful existence. From the three slender catalogues, compiled and published by the Calcutta Public Library, the last one in 1898, it appears that it was over-weighted by fiction. In course of time, the Government of Bengal and the Municipality

of Calcutta jointly financed the Calcutta Public Library to supplement its income from subscriptions and donations. The famous Bipin Chandra Pal became its Librarian in 1890 and to his credit there is a fine catalogue of the Library with copious cross-references.

4 Lord Curzon, when he was the Viceroy of India, was deeply moved by the poor condition of the valuable book collection and he decided on a fusion of the Imperial Library with the Calcutta Public Library in 1903. This Imperial Library founded in 1891 was itself an aggregate of a number of Secretariat libraries, and most important of all, contained many books belonging to the Library of the East India College, Fort William, and the Library of the East India Board in London. Many of these books have come down to the National Library of the present day and constitute the core of the rare book collection. While inaugurating the Imperial Library, Lord Curzon spoke of it as "a working place for students, and a repository of material for the future historians of India, in which so far as possible, every work written about India at any time can be seen and read".

5 The first Librarian of the Imperial Library was John Macfarlane from the British Museum, who was not only a library expert but also a scholar in his own right, and whose work on 'Antoine Verard' (1899) was published by the Bibliographical Society of London. He did sound work on the Catalogue of the Library. The mental discipline behind the compilation of this Catalogue has rarely been surpassed in

modern times. Macfarlane was succeeded in 1907 by another famous scholar and linguist Harinath De who was responsible for bringing out the first volume of the Catalogue of Indian official publications. After Harinath De came J.A.Chapman, universally liked for his literary achievement, and for his gentlest and gracious temperament. Whereas most of Macfarlane's planning apropos the printing of catalogues was realised in several stages, his intention of compiling the Oriental Catalog took shape in 1915, when the Catalogue of Arabic, Persian and U books was published. The publication of the Catalogue of Persian and Arabic manuscripts in the Buhar Library, which still constitute a magnificent collection of books gifted to the Library by the late Zamindar of Buhar, was an important landmark. The last official act of Chapman was the publication of the First Supplement to the Subject Index to the Author Catalogue. For a period of nine years, after Mr. Chapman's retirement, some catalogues were compiled, but they could not be published. The names of Peary Chand Mitra, Macfarlane, Harinath De, and Chapman, are significant for having invested the Library right from the beginning with a cultural and scholarly perspective of the highest order.

6. Curzon's initiative would have produced much more positive results if the country's capital had not shifted to Delhi. Though the Imperial Library was a central responsibility, the long range control from Delhi had its limitations because direct personal contact was lost. The basic notion which motivated Curzon was inspired by a Macaulayan approach, namely that the Indians had to be familiarised with

the glories of Greece, Rome and England. No national library can burgeon on merely non-indigenous acquisition. Also the British period of political supremacy could not, by the nature of things, promote Indian language publications. It was not surprising, therefore, that for a number of years the Imperial Library maintained a sort of a stagnant status quo.

7. What was most astonishing about the Imperial Library was its staff pattern. The only permanent post of a profession character was that of the Librarian and the rest were either Upper Division Clerks or Lower Division Clerks, except for the Superintendent of the reading room, who was also a very low paid officer.

8. World War II forced the Imperial Library out of its quarters in Esplanade (to which it had shifted from Metcalfe House in 1923) to the Jabakusum House at Chittaranjan Avenue in February, 1942. Neither Esplanade East nor Chittaranjan Avenue were ideal locations for the Library. Esplanade East fell vacant because of the shift of the capital from Calcutta to Delhi and the premises vacated by quite a number of offices were handed over to the Imperial Library. It was a rickety place, the stacking on wooden racks was of a primitive character and the areas surrounding a deep wall of light were themselves dark, gloomy and ill-ventilated. The entire stack area was one large dust trap, and the stories of personnel working in these areas being susceptible to tuberculosis are quite credible. The reading room itself was an institutional type of affair with hard seats and trestle-tables, and the walls were lined with shelving nearly 16 ft. high with pre-

cariously designed ladders giving access to the top shelves. The Librarian occupied a grandiose room fitted with the heavy mahogany furniture of those days. But his staff, such as it was, had to crowd itself into nooks and corners. The Jabakusum House which was the temporary venue of the Library in war time was also not an ideal building. The alarms and excursions of the shift of book material from Metcalfe House to Esplanade East, from Esplanade East to Jabakusum House and from there back to Esplanade East seemed to have had their hazards as evidenced by the rather sad condition of the shelving and book material which independent India inherited. We have no means of evaluating the loss of books and the damage caused to books as a result of frequent shifting of the Library from place to place. We have been given a very depressing account of how carelessly and crudely the books were handled during these shifts. The actual damage caused will never be known but we have reason to believe that it was considerable. There can be no better illustration of the callousness of the age and of the blinding of the official and public conscience by the spirit of war that the great mauling of the National Library and irreparable damage to national treasure were suffered without even a sigh.

9. The initiative taken by Shri C. Rajagopalachari, the then Governor-General of West Bengal, buttressed powerfully by Shri Jawaharlal Nehru, resulted in the Viceregal Estate at Belvedere being made available to the National Library as its future home. Prime Minister Nehru wanted that this gracious area should house all the amenities which a modern library can give to scholarship and research. The adaptation

of the old mansion for library use met with the following appreciation from Dr. Keyes D. Metcalf, the Emeritus Librarian of the Harvard University Library and in international authority on library buildings: "You have shown great imagination and ingenuity in housing a library in a building, which at first thought did not seem suitable.... It is not easy to provide good housekeeping in a library broken up into many, many rooms as your building is, but the housekeeping was superb everywhere."

10. Housing of the National Library in the Viceregal Estate at Belvedere ushered in a new epoch. The distinguishing features of the change were an attempt at re-definition of the objectives of the Library, its modernisation in terms of its functions and organisation, and revival of public enthusiasm and support for it. The new location also inspired much confidence in scholars of repute like Jadunath Sarkar and Surendranath Sen. The heirs of the rich collections of scholars like Asutosh Mukhopadhyay, Ramdas Sen, Vaiyapuri Pillai, Tej Bahadur Sapru and Sarojini Naidu, gifted their invaluable collections of book wealth garnered through long years with wisdom and insight. The details of these various collections have been given in the chapter on gift collections in the book on the National Library published in 1961. During the period after the shift to Belvedere up to the year 1961, books in Tamil increased by 6500 units and those in Telugu by 4000. Over a lakh of books were added to the National Library during this period in the Indian languages. The accessions in Hindi reached considerable proportions.

the figure at the time of the publication of book on the National Library being nearly 15,000. Since then the Hindi accessions have been very rapid and impressive. We believe that it now reaches the 30,000 mark. The collection in Bengali for the obvious reason of its location in Calcutta, is nearly now 45,000 volumes, and Sanskrit has 10,000. Since then there have been further additions and a linguistic analysis of books in Indian and other Asian languages as on 1st April, 1969, is as follows: Assamese 1462; Bengali 51,874; Gujarati 21,107; Hindi 32,749; Kanada 9,950; Malayalam 12,190; Marathi 17,107; Oriya 6,190; Panjabi 135; Sanskrit, Pali & Prakrit 1,33,882; Tamil 17,513; Telugu 11,974; Arabic, Urdu & Persian 19,547 (including Asian languages ; and Misc. 975.

11. The rapid accession of material during the first few years after the shift to Belvedere made it necessary to think of an Annexe to the Library to house future collections. At a cost of nearly thirty-four lakhs of rupees a new Annexe was planned and completed by the year 1966 consisting of three storeys and capable of housing about a million volumes. The reading space in the Belvedere mansion being inadequate for readers, a further Reading Room was planned and built as part of the new Annexe. An Auditorium was also attached to the Annexe for the holding of scholarly meetings.

12. The years immediately following the transfer of National Library to Belvedere saw the establishment of some important routines in the way of the maintenance of the stack room, the cataloguing and classification of the books, the binding and repair of material, and the provision of

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Indian language competence. A very brief glimpse of the staff position in 1947 and in 1961 will show how some of the obvious and elementary functions of just gathering, processing and shelving book material were planned out. This was a period when the entire shelving in steel had to be built up stage by stage. When the library shifted to Belvedere there was hardly any steel shelving. Today the steel shelving both in the main building and the Annexe, though still inadequate, is fairly massive as compared to what it was before 1947. The modification of the building to house the material that was being acquired, the rationalisation of the illumination in the building, the fabrication of reading amenities, and other library furniture, in the way of counter card-cabinets, and the rest of them - all these were done during these years. To try and bring the catalogues up-to-date with the available resources of personnel and printing was a major activity. The priceless holdings of the Library in Indian official publications had to be catalogued, and it was during this period that work on this project was set afoot and is now nearing completion. The newspaper collections which are an invaluable part of the Library had to be housed properly and this was done, but the biggest problem now facing the Library is as to what should be done with the contemporaneous acquisition of newspaper material during the last fifteen years which is growing into mountainous proportions. During this period of twelve years, the activity was one of establishing the basic contours or topography of a National Library. There was a certain breathlessness during this period when national and international material was acquired by purchase, gift, exchange and deposit.

13. Not only was the physical housing taken care of, the internal staff structure was also greatly modified and a hierarchy of Junior Technical Assistants, Technical Assistants, Superintendents, Assistant Librarians, Deputy Librarians and Librarian built up. For the first time in the history of the Library specific Divisions were created for acquisition, processing, stack work, preservation work, for taking care of Indian language material, for periodical processing, and other new programmes. Work had already begun on the new Annexe to the Library for providing space for future acquisition. Part of the staff was provided with quarters to live within the campus so that early and late use of the Library could be facilitated. The map collection was organised into a separate unit. Special reading facilities for scholars were created both inside the reading room and within the campus. The gardens surrounding the mansion were taken on hand and restored to their old-world excellence. The years following 1948 were those of steady expansion in services, in space, in personnel; in budgetary provenance, and in the building up of technical skills.

14. So far, this history of the National Library has merely indicated the growth in books, personnel and space. The three distinct periods into which the history falls has each its peculiar feature. The first period is an eloquent tribute to the initiative of public men who, without any government assistance, started a library service for the people. This period is also interesting for the stewardship of the Library by two of the most famous scholars in Bengal. The next period is significant for the massive action taken by Lord Curzon in fusing the rich holdings into the Imperial

Library and, for the first time in Asia was the scope of a National Library well and truly defined. The third period happily coincided with the period of growth in every department of life consequent upon the achievement of independence by this country. The creation of reader services, the acquisition of special collections, the establishment of basic routines and the creation of basic skeletal structure of a National Library on modern lines - all took place during this period. Some rough notion will be given of the rate of progress by the fact that the budget in 1947 which was about rupees one lakh rose to about rupees twenty-five lakhs in 1961-62 and about rupees thirty-four lakhs in 1969-70. The book collections rose from three lakhs to nearly one million volumes and the strength of the staff had risen from 100 to more than 400. It is now more than 500.

15. This growth of the Library and its services during this period raised great expectations in the public mind and it was hoped that this tempo of development would be kept up. The historical background of the Institution had given rise to certain inherent contradictions in the organisation by mixing up the functions of the National Library and those of a Public Library. There was also the national and local demand on its services, the latter raising problems of the crowding of the reading room and the home lending of book material.

16. A brief review of the evolution of the services to the readers gives us this picture: One of the most important of all the services to the readers was the establishment and issue of the National Bibliography which project is being

discussed, in some greater detail, later on in this report. The compilation of the Bibliography of Indology under more than 50 sub-headings was embarked upon and bibliographical assistance to scholars was steadily maintained as far as the resources and staff would allow it. This meant compilation of bibliographical lists on demand and inter-lending of material from the National Library to recognised institutions to be used on the premises of the libraries of those institutions. Printing of the catalogues which could not be brought out in wartime was resumed on a physical verification basis. However, the progress was slow because of the various bottlenecks (vide Appendix-VII). Books were issued for home reading to registered borrowers of the Library, except that out of print books and a few other categories were not lent out. The facilities of the Library were made more accessible to scholars from outside by the building of rooms in the campus of the Library enabling the scholars to come and work in Calcutta. A number of exhibitions were organised on various occasions interpreting sections of the Library to the public. Printed catalogues and mimeographed catalogues were issued supporting these exhibitions. A pilot children library is being successfully run, though this is not normally a function of a National Library. After considerable effort, only recently did the Library obtain microfilm cameras and readers for the use of the public. As an indirect example of service to the readers we could instance the establishment of the Book Preservation Division which laminates books, repairs worn out bindings, and by chemical means cleanses paper and board. The bindery, established within the Library with

fairly modern equipment, has gone some way towards taking care of book material.

17. This picture of the reader services represents what was being done under limitations of funds, equipment and space. Though lending and reading facilities have been there since the time of the Imperial Library, all the other services have been added on during the period after Independence. The tempo of reading facilities and lending facilities have vastly increased during the last twenty years. The testimony before the Committee has been eloquent about the resources of the Library helping scholars in the fields of history and the humanities in general.



CHAPTER - II

THE CONCEPT OF THE INDIAN NATIONAL LIBRARY

13. After having given consideration to the views expressed in the replies to the questionnaire circulated and to the opinions expressed at the various interviews, we feel that the following should be the basic features of our National Library:

- 1) Acquisition and conservation of all significant national production of printed material to the exclusion only of ephemera;
- 2) Collection of printed material concerning the country, no matter where this is published, and, as a corollary, the acquisition of a photographic record of such material that is not available within the country;
- 3) Acquisition and conservation of manuscripts of national importance;
- 4) Planned acquisition of foreign material required by the country;
- 5) Rendering of bibliographical and documentation services of current and retrospective material, both general and specialised.
(This implies the responsibility to produce current National Bibliography and retrospective bibliographies on various aspects of the country);
- 6) Acting as a referral centre purveying full and accurate knowledge of all sources of bibliographical information and participation in international bibliographical activities;
- 7) Provision of photo-copying and reprographic services, and
- 8) Acting as the centre for international book exchange and international loan.

The Committee feels that in this connection, the inspiring words of the Late H. C. Mookerjee, the then Governor of West Bengal, on the occasion of the Golden

Jubilee celebrations of the National Library in 1953, are very pertinent. He referred to the National Library as "a wide catchment area whose waters should irrigate the country into giving us rich harvests of knowledgeable men and women... The Library had to be tailored to possibilities of new growth, and its European accent, one should almost say, its English accent had to be modified by apprenticeship to Indian tongues. The Library had to develop the poise of indigenous stature and, at the same time, be able to commerce with the world around There are moments when it seems to me an irony that this land of ancient civilizations should harken back only to long-last Nalanda for early examples of library awareness. But why be wistful? It may be they were wiser who carried knowledge in their heads and learnt it the difficult way of arduous discipleship to an exacting master. But we are in the midstream of the rushing waters of the present which has its own logic. We must build to keep pace with the times and not ask the waves to recede. The new knowledge comes pouring in upon us and we must ride the waters and not be submerged by them".

Indian Languages Collection

20. The Committee felt that the highest priority should be given to the building up of an exhaustive collection of Indian languages - classical and current. We feel that a new orientation should be given to the Library in order to make it appear a truly Indian National Library; and this can be done by giving prominence to books in Indian languages.

The first twelve years after Independence have been

space in rapidly acquiring and housing the material in the new location at Balvadera. By 1963, the number of books rose to 1.3 million. Whereas the tempo of further acquisition should be kept up, the time has now come for the next, important phase of development, namely, the employment in the Library of subject and language specialists to help in the bibliographical and acquisition work of the Library. The complement of professionally trained personnel is a basic necessity at all levels leading up to the librarian through the assistant and deputy librarian cadres.

21. There should be a complement of specialists in Sanskrit, Hindi, Bengali, Tamil, Marathi, Malayalam, and those other languages which have a prolific output. This does not mean that any of the other languages not mentioned here should not have subject and language expertise. It only means that the first stage should include the more prolific languages and the next stage should deal with other languages. It should be advisable if these experts are only appointed on a tenure basis borrowing them from universities and other scholarly institutions.

22. The professional skeleton of the Library should be clothed with the flesh and blood of scholarship, and be vitalised. It is imperative that this vast collection should be further built up and that a scholar is at the helm of each Indian Languages Division advising on acquisition, guiding research, publishing manuscripts, compiling annotated bibliographies and working in close collaboration with the book

wealth in the Asiatic Society; in the Calcutta University; in the Bangiya Sahitya Parishad and in the Vishwa Bharati Libraries. The publications in the official language have been prolific in the recent years and the garnering of such material during the last fifteen years has been impressive; but much more work has to be done in this direction. The National Library of the country should have the most exhaustive collection of material in the official language of the country and this Division should be stewarded by a Hindi scholar known for his insight into research and acquisition. We should build on our strength, and considering that the Sanskrit, Bengali, Hindi and Tamil Divisions are fairly strong. We should immediately see that talented people in the middle forties are borrowed from universities on a tenure basis at a salary which will attract them to come over for a brief period to preside over these language Divisions. When anyone visits our National Library, there should be a very tangibly felt dominance of Indian language material in the Library.

23. It is necessary that we should have in the Library a Japanese, an Arabic and a Chinese scholar to assist us in the acquisition and interpretation of the material in their respective languages. These scholars borrowed from the universities for short periods of time, say three years, will work in close collaboration with the professional library staff and their business will be to promote rapport with scholarship in their languages and to acquire significant material for the Library.

Foreign Languages

24. The development of foreign language sections, with special emphasis on Asian and African languages, is one of the primary responsibilities of the National Library. Already there are substantial core collections in Japanese, Chinese and Russian in the Library. There is also a sprinkling of material in the other European languages. There should be available to the National Library, expertise to plan out significant acquisition of Asian, African and European language material, without seeking to be exhaustive in any way. The National Library is a window to the outside world and there should be in it basic material in the European languages interpreting the economic, scientific, political, historical and cultural topography of the various countries in a broad manner.

Science and Technology

25. The National Library though strong in the humanities and social sciences, has weaknesses in the fields of science and technology. Even making allowance for the fact that institutions like the National Medical Library, the Indian Agricultural Research Institute Library and the National Science Library now constituted are dealing with the scientific and technological publications in the various fields, notwithstanding the fact that the various national laboratories under the complex of the C.S.I.R., the Defence Science Organisation, the Indian Council of Medical Research, the Indian Council of Agricultural Research, the Atomic Energy

India are concentrating on various specialised aspects of science and technology, it is essential that the National Library should have a basic core of material in science and technology, comprehensive in character.

Micro-record Material

26. The special material which every modern National Library keeping pace with progress, has to go in for in the way of micro-record material, tapes, maps and the like, must be acquired to save on space and also because the logic of the situation demands it. Nowadays material required by scholarship and research can only be borrowed in the form of micro-record and tape. Needless to say the apparatus necessary to interpret such material to the readers and users in the way of gadgetry has to be planned for. Another important problem facing the Library is contemporary acquisition of newspaper material during the last fifteen years which is growing into mountainous proportions. This can be solved only through a microfilming project to save space and binding costs.

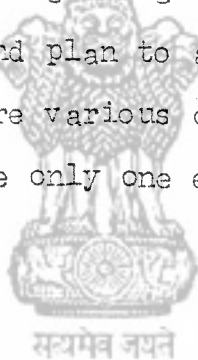
Rare Book Collection

27. Most important of all, the rare book collection already provided for in the annexe should be set going without any delay. This has implications of reorganising and streamlining the Book Preservation Division. The present system of having two officers of the same status in individual charge of their respective responsibilities of archival chemistry and book restoration and binding has its severe ~~implications~~ implications ~~division~~ division has to be brought under

with leadership. The danger that is threatening the Library of numberless books being ruined in the course of a few years, if prompt attention is not paid to them, should be averted. Evidence has been tendered before the Committee to make it clear that at the rate of the present tempo of binding and restoration, a considerable portion of valuable material will perish if prompt action is not taken to strengthen the Book Preservation and Stack Divisions.

Acquisition of Rare Books

23. The Committee feels that the National Library should make a special business of getting to know where old and rare book collections exist and plan to acquire them systematically. Even in Calcutta there are various collections like the Shoobha Bazar Raj Library to give only one example, which could be acquired for the nation.



CHAPTER - III

ORGANISATION AND ADMINISTRATION

The Present Set-up

29. The National Library is at present directly under the Ministry of Education and Youth Services of the Government of India, working through a Librarian who is assisted by an Advisory Council.

30. The Council comprises 12 members - two nominees of the Government of West Bengal, a nominee of the Calcutta University; a nominee of the Central Universities by rotation, and six persons nominated by the Government of India. The Head of the Bureau of Cultural Activities in the Ministry of Education and Youth Services, is its ex-officio Chairman and the Librarian, National Library, its ex-officio Secretary. The Council ~~ex~~ ordinarily meets once a year to review the working of the Library, to examine the budget proposals and to suggest programmes for its future development.

31. The Librarian enjoys the status and powers of the Head of a Department. He is free to incur expenditure within the sanctioned budget provision up to a financial limit as provided for in the relevant financial rules. His financial powers are sufficiently wide to carry out the day-to-day administration. He is also the appointing authority in respect of all categories of employees except those in Class I and Class II. Selection for the Class I and Class II posts which are required to be filled in by direct recruitment under the relevant recruitment rules, is made by the U.P.S.C., and appointment thereto is made by the Government of India on

their recommendation. All Class III and Class IV posts are filled up on the recommendation of the Departmental Promotion Committee, of which the Librarian is the Chairman. Class I and Class II posts which are required to be filled up by promotion are filled on the recommendation of another Departmental Promotion Committee of which a member of the U.P.S.C. is the Chairman and the Librarian, amongst others, is a member. Under the existing financial delegation of powers, the Librarian as the Head of the Department can create a temporary post even in Class II service subject to the fulfilment of certain conditions.

32. There is an Administrative Officer lower down in the hierarchy, who, as Head of Office, is the drawing and disbursing officer with respect to the non-gazetted staff of the Library. The budget is framed by the Librarian, but as things are, there is seldom any opportunity for the Library Council to scrutinise the budget before it is considered by the Government of India. Usually, the Council only gets a report of the budget and is not in a position to modify it in any way.

33. The hierarchy of the professional staff is as follows:

<u>Designation of post</u>	<u>No. of post</u>	<u>Scale of Pay</u>
1. Librarian	1	Rs. 1800-2000
2. Deputy Librarian	2	Rs. 700-1150
3. i) Assistant Librarian	22	Rs. 350-900
ii) Senior Lecturer	1	Rs. 350-900
4. i) Lecturer	2	Rs. 325-575
ii) Superintendent	2	Rs. 320-530
5. Technical Assistant	48	Rs. 210-425
6. Junior Technical Assistants	68	Rs. 160-300

34. The Committee is of the opinion that the existing wide gaps between the salary scales in the hierarchy should be narrowed down.

35. All the Junior Technical Assistants are directly recruited. Seventy-five per cent of the Technical Assistants' posts are filled by direct recruitment and twenty-five per cent by promotion on the basis of selection from amongst the Junior Technical Assistants.

36. Of the 22 posts of Assistant Librarian in the Library, five are reserved and are filled by direct recruitment. Of the rest, 75 per cent of the posts are filled by promotion and the remaining by direct recruitment. The reserved posts are those in charge of Chinese; Maps and Prints; Publications; Russian; and the Children's Library. The rest are filled in by promotion on the basis of selection from among the Superintendents and Technical Assistants. The two posts of Deputy Librarian are filled by promotion on the basis of selection from among the Assistant Librarians who have at least, five years' service in the grade. The post of Librarian is filled through the agency of the U.P.S.C.

37. An all round assessment of the professional staff reveals that the policy of promotions and direct recruitment should be reviewed in such a manner that the National Library should have highly qualified staff, academically and professionally - nothing short of the best that is available.

The Advisory Council

38. After having considered the present set-up, the

Committee was very anxious to find out the reactions of the Advisory Council of the Library before they made any specific recommendations. Fortunately, through the courtesy of the Ministry of Education and Youth Services, it was possible for the Committee to meet the Advisory Council of the Library. This meeting with the Advisory Council was very educative. The members of the Council felt that they served no useful purpose and had really no control on the working of the Library. They had no say in the preparation of the budget. They had no say in the formulation of the policy for development, and they were only taken into confidence after a thing had been done. Moreover, the meeting of this Council once a year was far too infrequent and it served no useful purpose.

The proposed Governing Council

39. On careful consideration of the whole matter, the Reviewing Committee feels that the Advisory Council should be replaced by a Governing Council exercising real authority. Eminent professors from universities, distinguished educational administrators of proved worth and of an academic bent of mind, scientists of repute and achievement - these should be the members of the Governing Council. It is not merely that people who hold positions should be the members of the Council. Distinguished persons with a live interest in this field of work should be chosen. It is necessary that this Governing Council should meet at least, thrice a year and that they should scrutinise the entire policy and budget of the Organisation. A third of the members

should be replaced every year by the principle of rotation allowing for regional and other representation. It must be made clear that no member can delegate any one else to attend the meetings. This Governing Council should be the final arbiter on promotions, selection, initiation of projects, etc. They should have the fullest liberty to function within the budget allotted for the National Library by the Ministry of Education and Youth Services, the representative of which on the Governing Council would be most welcome as an individual member. The selection should be made in such a manner that the various regions of the country and various interests are represented in the Council with no preponderance given to any particular region.

40. The Ministry of Education and Youth Services should appoint this Governing Council by a resolution of the Government and delegate to it the fullest powers for running the Organisation. When once proposals, either for staff or Project, are forwarded to the Ministry for their approval, and when these proposals are within the framework of the funds allotted to the National Library, the going should be smooth. The nature of the autonomy invested in the Governing Council should be a delegated autonomy, and not a statutory one.

41. The Committee recommends the appointment of a Director of the National Library who should also be ex-officio Chairman of the Governing Council. The Director

should be selected from amongst distinguished scholars with administrative competence. Professional Librarians who have reached outstanding status and who command respect in the academic world, should also be eligible for appointment to the post. His salary and status should be comparable with those of the Vice-Chancellors of the Central Universities.



CHAPTER - IV
TECHNICAL SERVICES OF THE LIBRARY

42. These services fall into such broad Divisions as Acquisition, Classification and Cataloguing, Bibliographical projects, and Reference service. The compilation of the list of subject headings and the preparation of the annual volumes of printed catalogues fall under the heading of Cataloguing and Classification.

Acquisition

43. The acquisition to the National Library are by purchase, gift, exchange, legal deposit under the Delivery of Books Act, receipts under international agreements, and through deposits of publications of U.N. and allied agencies.

44. In 1946-47, the book budget was Rs.8,000 provided in India and about Rs.5,000 available to the Library from the office of the Indian High Commission in London. This provision of Rs.5,000 in London was supposedly to facilitate the acquisition of books published abroad with some quickness. Actually, the bureaucratic procedure involved in the obtaining of books through the High Commission was cumbersome and unsatisfactory and this provision was abolished in 1953. Even granting that a rupee went very far in those days, a book budget of Rs.13,000 is a mere pittance when the plenary responsibility of national acquisition is kept in mind. This unfortunate state of affairs continued right up to 1951-52, except that the provision in the High Commission's office was increased to Rs.10,000 during the years 1951-52. A measure of how many books can be got into

this Library can be had by adopting the standard that in the field of humanities the average price of a book from abroad could be set down as Rs. 50 per volume, which means that 2,000 books could be got into the Library from abroad for an expenditure of rupees one lakh. Of course, the Library acquires its material not merely by purchase, but also by gift and exchange. This acquisition by gift and exchange will be treated separately. For the time being, we shall confine ourselves to the acquisition only by purchase. The book grant suddenly shot up to Rs. 63,400 in 1952-53 and maintained this upward trend during the next several years. We could say that, on the average during the years 1952-60, the book grant averaged to Rs. 1,15,000, taking into account the fact that in 1954-55 and 1958-59, the National Library had lump-sum grants made to it to the tune of Rs. 47,800 under the Wheat Loan Fund Programme. Of course, the Wheat Loan Fund Programme severely earmarked the acquisition to materials which could be obtained from the United States of America but the choice of titles was entirely left to the authorities of the Library. From 1962 onwards, the books budget shot upto Rs. 4 lakhs and above, coming down to Rs. 2 lakhs in 1966-67 and going up back to the 4 lakhs figures in 1967-68. But the irony of the figures of 1966-67 and 1967-68 is that devaluation had brought down the actual value of the book grant to a little more than half the actual financial provision. The steady demand of Rs. 10 lakhs every year for book purchase has been shittled down to a third of the amount when the actual provision of funds is made by the Minis

45. Though the years 1956-57 and 1964-65 report the accession of 37,114 and 32,622 units under the Delivery of Books Law, this should not be put down to any awakening conscience on the part of the publishers! Actually, before the Delivery of Books Law started operating in the National Library, the erstwhile Ministry of Education had made available to the National Library, by an executive act, books covered under the Press and Registration Act. Therefore, the receipts recorded in 1956-57 included the hangover of the previous dispensation under the Press and Registration Act. In 1964-65 the swollen figures are accounted for by the fact that 10,000 maps, not delivered under the Delivery of Books Act during all the previous years were made available at one fell swoop during the year 1964-65. This stabilises the average receipt under the Delivery of Books Law to about 20,000 volumes a year. It was only in 1955-56 that the book exchange unit was established in the National Library and receipts under this category through the various arrangements between foreign governments comes to 32,571 books and other publications. It must be here noted that the receipts under the Smithsonian Institution are listed under gift, and not under exchange, because they are received not under any agreement but as an outright gift. The final analysis of accession so far is that during the last 20 years 5,25,429 books have been accessioned and nearly 5,00,000 have accrued to the Library through gift, exchange and the operations of the Delivery of Books Act. 10 lakhs of volumes added to the library during 20 years is not a very bright picture when set against the statistics of book production

in the world. Considering that in 1947 we had about 4,00,000 volumes and today we have about 13,00,000 volumes, we can say that we have trebled our resources in 20 years. Dr. Verner W. Clapp, who has been the President of the Council of Library Resources, has said that a research library should double itself in 16 years. This statement, however, applies only to mature research library collections that have a basis of sizeable core material. Although the National Library has not done too badly, there is no ground for complacency and slackening of effort. As they stand, the collections are meagre as compared with those in some of the well known national libraries.

Survey of the Book Collection

46. A survey of the book collection in the National Library must be commissioned in order to determine the strength and weakness of the collection. A start on such a survey was made when in 1953, the then Librarian requested an outstanding historian, Dr. R.C. Majumdar, to evaluate the Library's collection on ancient Indian history and culture. Dr. J.E. Chaudhuri made a similar survey of the Library's holdings in Sanskrit, Pali and Prakrit. Both these surveys have testified to the adequacy of the Library's holdings in these areas, but it is necessary that a similar survey should be undertaken on various subjects carried out by scholars of standing and repute.

A Committee of scholars to determine the Lacunas

47. An immediate step should be the appointment of a Committee of scholars representative of the subjects in the humanities and social sciences to determine the lacunae in

the National Library collection and to plan out its future acquisition.

Building up of language and other collections

48. The many gift collections acquired by the Library have provided core material in the several languages which should be worked upon assiduously to complete the picture. The Vaiyapuri Pillai Collection in Tamil is an example in point. The nucleus is there, and a scholarly planning-out of retrospective acquisition in that language, as in other languages, should be undertaken immediately. The Asutosh bequest landed us with a very significant collection of Law Reports. Attempts have been made to try and keep some of those reports alive. The Law Collection is pretty weak. It should be decided as a matter of policy whether the Library should undertake a comprehensive law acquisition or leave it to the courts of judicature.

Indian publications prior to 1954

49. The Indian publications prior to the Delivery of Books Law have to be very assiduously acquired. A separate unit has to be set up for this purpose, or else very valuable material will be lost for research. The modus operandi in this case should be that strict vigilance should be kept on old libraries for sale, and second-hand book collections. If, by any chance, the old material is not available in the original form, it is essential that the micro-forms of that material should be acquired by the Library.

Books on Science and Technology

50. One of the weakest points in the National Library's collection is in the field of science and technology. A

policy has to be laid down whereby the National Library should acquire comprehensive and landmark material in this field, leaving to the specialised libraries fuller acquisition in these subjects. For this purpose also, a small Committee of scientists should be appointed to advise the Director on the acquisition of such material.

Acquisition of Manuscripts

51. The acquisition of manuscripts is a very difficult matter to advise upon. First, manuscript acquisition will imply suitable storage under controlled conditions. To-day in India, we are helpless witness to the spectacle of very valuable manuscript collections literally dropping into bits, because of the lack of proper care. Determining the price of a manuscript is a highly specialised affair and cannot be left to any individual, however well equipped he may be. It must also be remembered that in this particular field there is a lot of racketeering and it is very necessary that we should assess the value and the integrity of the manuscript carefully. Before we decide upon a policy of the acquisition of manuscripts we should convene a meeting of specialists in this field and take their advice on how to set about it. But first things first. We should immediately see to it that the valuable manuscripts that we actually do possess in the Buhar Library are put under controlled conditions of temperature and humidity. The rare Book Room that has been designed in the new Annexe should be commissioned immediately and thermostatic mechanism be well and properly installed to take care of the valuable manuscripts and other material.

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Asian and African Languages

52. Apart from the systematic build up of our Indian language collections which has already been referred to, a primary responsibility awaits us in the field of Asian and African languages. It is true that the best collections of Asian and African material are now found in London, Washington, New York, Berkeley and Paris. The National Diet Library in Japan is another big library which has a fairly good collection of Asian and African material. We have so far known them only through English language publications which, though good as far as it goes, are not really good enough. As a matter of the highest priority, a sum of five lakhs of rupees to be spent within the next three years on the acquisition of Asian and African material only, should be provided in the book budget of the National Library. We have already core collections in Chinese and Japanese. Half the amount should go to further build up these two collections and the other half should be spent on Africa and the "Middle East".

European Languages

53. The European language publications is another field that should engage our attention. Our core collections in Russian, French and German should be build up, but we must be careful not to buy out-of-date material. Whereas the basic classics in the literary and philosophical fields should be obtained, the emphasis should be on live publications which can interpret the cultural, economic and political topography of these countries.

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The Budget required for Acquisition

54. Now that we have mentioned what categories of material should be obtained, it is only right that we should indicate the amount which we feel should be set apart for fulfilling the obligations laid down under this programme. We have already mentioned that five lakhs of rupees should be set apart for the next three years for the acquisition of Afro-Asian material. For the acquisition of Indian material before 1954 we should set apart the same sum of money covering the same three years. For European languages we should set apart a sum of five lakhs of rupees for the next three years making it clear that this does not include English language publications. For English language publications, including the field of Science and Technology, we should set apart a sum of ten lakhs of rupees for the next three years. For the acquisition of maps, tapes, micro-record and other material we should set apart a sum of five lakhs of rupees in foreign exchange for the next three years, but there is no point in obtaining micro-form material and material recorded on tape, if we do not store them properly. This means that for the next three years we have^xthis special provision of grants for special purposes which should not interfere with the annual book grant to the Library which should be ten lakhs of rupees per year. This annual book grant will include the expenditure on serials, periodicals, official publications and the like. For the next three years it is very essential that the book budget of the National Library should be stepped up to twenty lakhs of rupees per year, which will

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include all the special categories of acquisition. This is a very modest demand which does not compare at all in any way with the fabulous sums spent by the National Libraries all over the world on book budget. But this Committee, being aware of our national stringency, is very anxious that its recommendations should be within the limits of feasibility and has, therefore, deliberately based its demand in a low key.

A Standing Committee of Scholars for Acquisition

55. Making book provision is one thing, but getting the books into the Library is quite another matter. Various committees have been suggested to deal with the acquisition of special material for the Library, but there should be one standing committee drawn from the middle generation of active scholars who are willing to assist in the work of the Acquisition Division. This Committee should meet as often as possible and should largely consist of scholars available locally. Fortunately, the intellectual structure of this metropolis is such that competence in almost every subject is available on demand. This Committee should ordinarily determine not the actual books that should be purchased but should lay down the categories of material that should be purchased within the ambit of their subject. When once these preliminary decisions are taken, the Acquisition Chief and his staff should be left free to acquire this material provided, of course, the Chief of the Acquisition and his staff have the intellectual content for carrying out this important function.

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The Acquisition Chief

56. The primary and immediate re-organisation that is called for is that the Acquisition Division should be placed under a man who knows books and has deep interest in them. Without this basic condition the acquisition in the National Library is bound to suffer badly.

Blanket Orders

57. To eliminate delay in the receipt of books, blanket orders should be placed with reputed booksellers, Indian or foreign, for certain categories of books, say for example, books on India. Of course, the exchange rate for dollar and sterling will have to be decided upon on a rational basis before such blanket orders are placed.

Simplification of Payment Procedure

58. There is a lot of delay in the payment of foreign bills according to the present procedure. In spite of the Library having an important licence it cannot place direct orders with foreign booksellers for a quick supply of material. All the foreign bills have to be processed through the Accountant-General's office. This is not being done in libraries attached to the Council of Scientific and Industrial Research and their National Laboratories and Universities. There is no reason why this complicated procedure should harass only the National Library. It is time that the Ministry of Education and Youth Services finds out a simpler method for the payment of foreign bills.

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Categories of Materials to be Regularly Acquired are listed below:

59. In the case of the valuable categories of books which are now being acquired by the National Library, it is not at all necessary that we should get any advice on the titles concerned. In the case of very expensive and doubtful publications advice can be sought for depending on the discretion of the Acquisition Chief.

- 1) Books and journals on India in any language published anywhere in the world;
- 2) Indian publications published before 1954 and not available in the Library;
- 3) Books by Indian authors published abroad (including symposia);
- 4) Standard reference books;
- 5) Books on Library Science;
- 6) All publications of Pakistan in Bengali and Urdu;
- 7) General histories, outlines and reference works on scientific technical subjects;
- 8) Books on education, agriculture, planning and development;
- 9) Replacement of brittle and mutilated volumes already available in the Library;
- 10) Filling in of the gaps in the Library's collection;
- 11) Back volumes of important research journals;
- 12) Books in foreign languages as far as our budget permits it;
- 13) Acquisition of micro-film and photostat copies of rare and out-of-print books;
- 14) Biographies of eminent personalities of the world, and
- 15) Standard works on history, geography, sociology, etc.

The Reference Collection

60. Most important of all, a job of work that has been so far neglected, is to keep track of the latest editions of reference material which have previously been obtained by the Library so that the up-to-dateness of the reference collection can be maintained.

61. This mention of the reference collection leads to another important plan of action, namely, that a senior Committee of senior scholars with the Acquisition Chief as the Secretary of that Committee and the Director as its Chairman, should make a systematic survey of the existing reference collections and check it against standard guides to find out what is really missing from the collection.

Acquisition Staff

62. To assist the Acquisition Division a very small unit of the Bibliography Division consisting of an Assistant Librarian and four Technical Assistants should be set apart for the whole-time work of scanning not only periodical literature but also booksellers' and publishers' catalogues, both new and old, so that they can submit regularly to the Acquisition Chief, a list of titles which can be acquired with profit for the Library. This unit should not be diverted for any other purposes, and must be whole time having the assistance of two typists. They should be attached to the Bibliography Division so that they can exploit the resources of that Division. It goes without saying that this unit should also gradually check up on the lacunae in the Library's collections.

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63. If our book budget is going to be twenty lakhs per year, what is the nature of the staff that is indicated for responsible and rational utilisation of this amount? First, the Chief of the Acquisition Division should be equivalent to the Reader of a University in status, pay and qualifications. All the Assistant Librarians in charge of Indian Language Divisions, and the African and Asian Language Divisions must have periodic meetings with the Director, the Librarian, and the Chief of the Acquisition Division, to determine the pattern of acquisition for the year. These meetings can be as frequent as desired. The responsibility of the Chiefs of the Language Divisions, stops with advising on titles; but the rest of the processing of the orders should be the responsibility of the Acquisition Division. Central acquisition of materials has this great value because it gives a clear idea of what comes into the Library in what language and in which subject. It also enables maintenance of statistics in a systematic fashion. For example, to-day in the National Library official publications in all the Indian languages are being processed by the Assistant Librarians of the languages concerned. They are also acquired by them. And all these official publications covering a host of subjects are all filed in the separate Indian language catalogues and if today we should like to find out what is being published in India in the Indian languages on any particular subject we would have to go through fifteen catalogues before we arrive at the information. Of course, one is aware that the answer

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to this is that no average reader ever desires to find out what is being published on a particular subject in several different languages. But experience belies this. Usually, an educated South Indian or a North Indian reader and readers from the East or the West of the country are bilingual and the time is not very far off when our language policy will oblige our readers to be poly-lingual in ability.

64. The Chief of the Acquisition Division should have the assistance of a person in the Lecturer's grade. If the Chief of the Acquisition Division is a person qualified and interested in the humanities or social sciences it is preferable that his assistant should be from the field of the pure and applied sciences. From the past experience of the National Library, the present complement of staff in the Acquisition Division has been able to handle the routine procedure of ordering and acquisition of books when the book budget has been 4 to 5 lakhs of rupees, which according to the present devalued rate, will spell 10 lakhs of rupees. Therefore, to cope with an annual book budget of 20 lakhs of rupees it would be necessary to double the present acquisition staff.

Gift and Exchange Unit

65. So far gift and exchange have been dealt with by the Acquisition Division. The volume of work involved now and envisaged for the future demands that this section should be separated from the Acquisition Division and placed in charge of an Assistant Librarian with the necessary fetch-and-carry and typing staff. It is very essential that the Assistant Librarian in charge of book exchange should have

high academic qualifications either in the Slovanic or in the European languages. Of course, they should work in close liaison with the European language division of the Library.

Delivery of Books Act Acquisition

66. If the Indian language accession of the National Library should have the right rhythm it is very essential that the Delivery of Books Law operation should be tightened up. Early experience in the working of this law has shown that a certain alertness on the part of the unit dealing with the receipts under this law can achieve a lot. We can request the Ministry of Education and Youth Services to persuade the Posts and Telegraphs Department to allow publishers to send material under the law to the Library free of charge. In this matter the suggestion that we collect the books in the various regional centres is fraught with great difficulty and this will make matters much worse. When once the publisher expects that somebody locally will collect material from him he will not move a little finger in sending the material himself. Also how many centres can we possibly establish like this? The expenditure involved would be quite forbidding and not warranted by results. It is almost as cheap to follow the practice of the Library of Congress Office in India, and buy the books to provide the base for the National Bibliography!

67. The solution of the problem is to couple the legal deposit notion with the copyright concept. But we are aware that this is a major operation and will require parliamentary

initiative. This Committee feels that if the experiment of working the present law is not reasonably satisfactory during the next few years, and if the initiative taken to persuade the Posts and Telegraphs Department is not successful, the alternative left is an amendment of law by the Parliament.

68. It has been found that institutional membership of learned societies will yield very profitable results in the way of acquiring publications at concessional rates. It should be investigated whether it is not feasible for the National Library to be enrolled as an institutional member of learned societies in and outside the country.

Serials Division

69. As ancillary to the Acquisition Division there should be established a Serials Division which will take care of all the serial publications from within and outside the country. According to computation we are now receiving in this Library about 8,000 serials including newspapers, and these amount to nearly 2 lakhs issues per year. We are also receiving in this Library about 1,500 foreign serials which will very soon step itself up to 2,500 serials. In addition to these we have received serials released by the U.N. agencies and those generated by official organisations. To-day a Serials Division in a National Library is taken for granted, and this Division should be mechanised to keep record of receipts and issues. A small punch card unit should be installed. This mechanism will not only register receipts and answer queries but also determine binding priorities.

70. The staff complement for this Division will have to be worked out on the basis of the turn over of work.

Cataloguing

71. The books in the Indian Languages are being classified and catalogued in the respective Divisions. Books in English, whether monographs, newspapers or periodical, Indian official documents, foreign official documents, U.N. publication or special publications are all being catalogued under the supervision of a single officer. Only the monographs and the Indian official publications are being fully catalogued. For various reasons, the processing of material in other groups could not be taken up.

72. The cataloguing of each type of publication should be handled by a separate independent unit. There should be separate units for monographs, Indian official publications, foreign official publications including U.N. etc. the workload, present as well as potential, fully deserves an independent unit for each group of material.

73. The envisaged Serials Division, detailed earlier while discussing the acquisition programme should take care of the processing of this material also.

Uniformity of practice

74. Because of the fact that the processing of the material is handled by various units, an agency or an individual should be there to co-ordinate the various policies and practices followed in the units. Even though the material is being classified according to the Dewey Classification Scheme and the cataloguing policy followed is the ALA Rules, 1949, the necessity for co-ordination not only among the material in English but also for the whole of the Library, becomes imperative. As and when, it becomes advantageous

to follow the 17th or subsequent editions of the Decimal Classification Scheme and the Anglo-American rules, it should be followed uniformly in the whole of the Library,

75. For various reasons heavy arrears have accumulated in the various units. A crash programme has to be taken up on hand to clear the arrears.

Printing of catalogues

76. In addition to the processing of incoming material, the Library should give priority to the printing of catalogues. It is only natural that the reading public and the libraries, both in India and abroad, look to the National Library for certain kinds of material.

77. Even though a programme of printing nearly 30 volumes was taken up by the Library in agreement with the Controller of Printing, Govt. of India, as far back as in 1962, we have not made much progress in that direction. The huge accumulation of arrears in the printing of catalogues should be taken up as a priority job and completed within a reasonable time. To keep the continuity annual volumes of catalogues should be printed. Unless the complete holdings of the National Library are made known through the printed catalogues to the outside world, the National Library cannot fulfil its objective as a true national library.

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Coordination of work among units

78. The present methods in the cataloguing rooms are being worked in isolation. As such the problem of recataloguing, changing of call number, shifting of material from one area to another etc. have not been fully and properly reflected in the card catalogues. This not only handicaps the working staff in the other Divisions viz. Reference and Bibliography and Stack but has become a bone of contention with the reading public. Due importance should be given for coordinating the work in the processing division with the day to day work of other public services department.

Supervisory staff

79. As far as possible the best available talent should be made available to the Processing Division. Since all the other services, specially the public services and also to some extent the acquisition programme, depend on the correctness and up to dateness of the card catalogues and printed catalogues, the work schedule in the Processing Division should be well designed and adequately co-ordinated. Junior cadres should be avoided in the processing work, because work done by them has to be checked and re-checked many times before it is finalised. The supervisory staff should so organise amongst themselves, that they should be directly involved in the day-to-day work. The work in a secretariat office is such that papers travel in a hierarchical direction and are finalised at the top. But in a cataloguing division, it sometimes happens that the work done at a particular level

goes unchecked, not because of any want in procedural method, but because of the nature and quantity of work. The work should be so organised that supervision at various levels exists and is duly effective.

80. The co-ordination among various catalogues in the same unit as well as work in the various units themselves should be precise and effective. The jobs undertaken or approved by the Government already such as Re-organisation of the card catalogues, and the printing of the catalogues, should be given proper priorities and work completed satisfactorily in the scheduled period.

Problems of classification and cataloguing

81. The problem of classification and cataloguing is intricate in a big research library. The problem is twofold: (1) multiplicity of languages and types of the material, and (2) necessary search for full bibliographical details for each entry. The very simple cataloguing rules based on the British Museum practice were adequate for the Library before Independence when the number of publications acquired was very small, and when the language and subject ramifications did not pose any problem.

82. But after 1947, the Library gradually began to acquire a national character by expanding its acquisition policy in response to demands from readers. Publications in various languages and on a wide variety of subjects started to come in. The inadequacy of the existing cataloguing and classification rules became apparent. It was, therefore, decided in 1951 to adopt the Dewey Classification

system, the A.L.A. Rules for cataloguing and the list of the Library of Congress for Subject Headings. About 3,50,000 volumes processed before 1951 are yet to be recatalogued according to the new rules.

83. The Library has now to catalogue the following groups of publications :

By language: (a) Publications in Indian languages; (b) Afro-Asian languages; (c) European languages including English.

By types : (a) Monographs; (b) Serials and Periodicals; (c) Maps and Prints; (d) Manuscripts; (e) Microtexts, photocopies, films, slides, etc.

84. During the year 1967-68, the Library processed 35,987 volumes of which 25,382 were in European languages, and 10,500 in Indian languages. Besides these, 2,034 maps were catalogued during the year. The total number of volumes accessioned in 1967-68 was 41,213. Thus 5,226 volumes remained uncatalogued. But this does not indicate the actual volume of work involved. Accessioning is not up-to-date. More books have come and are awaiting accessioning. Because of the limitation of the capacity of the Library's bindery, thousands of volumes of newspapers and periodicals are not coming to the cataloguer's table. The Committee has recommended that the average annual budget for purpose of publications should be Rs. 10,00,000 as against Rs. 3,00,000 which is the current year's budget. This additional amount is expected to bring in 14,000 more volumes to the Library every year. There is already a huge backlog of volumes.

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Considering all these factors the Committee feels that the Library should double its cataloguing strength without delay.

Up-dating the work in Indian Language Divisions

85. Indian language divisions process the books and serials (including official publications) in a particular language. But except Bengali and Hindi Divisions there is no language qualified whole-time staff to assist the Assistant Librarian in processing books. Cataloguing is one of the multifarious routines of the language Assistant Librarians. The Committee strongly feels that considering the importance of Indian language publications in this Library, suitable steps should be taken to up-date their cataloguing. For this the Committee recommends :

1) Appointment of competent officers for the following language divisions :

(a) Assamese; (b) Kashmiri; (c) Oriya; (d) Punjabi and (e) Sindhi.

2) Suitable number of assistants having competence in the languages, should be recruited for the Indian language division.

English and European Languages

86. Till the beginning of 1968, the cataloguing of all European languages publications had been centralised in the Cataloguing Division I. After the present re-organisations the work of processing English and other European languages has been separated. Such separation at this stage is not warranted by the tempo of acquisition of European languages material. There is also no possibility of a regular and

much increased inflow of French, German, Italian, Spanish and other continental publications which would necessitate creation of separate language divisions and appointment of qualified officers. Of course, the Library would acquire basic books in these languages. But such restricted acquisition cannot provide full-time work for an officer. The Committee, therefore, feels that for the present all European language publications should be catalogued along with the English publications. Whenever need arises specialist staff should be hired on a part-time or contract basis. This will ensure uniformity of entries and economy in execution. The difficulty of languages is not insurmountable. Staff should be encouraged to learn foreign languages and special pay or increments may be given to the qualified members of the staff. At the time of recruitment language qualifications of the candidates should be taken into account. The Library cannot provide language personnel for each of the languages in which publications are received. For the next few years all available resources should be employed to develop the Indian language divisions, to acquire all basic books in the major Afro-Asian languages and in English, for which there is a great demand.

87. This centralised cataloguing division should catalogue all books in English and European languages including micro-texts, etc. Books in Russian languages should be catalogued by that language division which has a qualified chief. Serial publications including foreign government documents, U.N. documents and periodicals should be processed by the Division itself. For periodical publications

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each subsequent volume is not to be catalogued, its addition is only to be recorded on the catalogue card. A principle of simple or limited cataloguing should be adopted for processing the foreign government documents. The Indian official publications should however, be catalogued giving full bibliographical details and a separate unit should be attached to the European language publication cataloguing Division for the sake of uniform practice and economy.

88. For many of the Afro-Asian language publications no competent staff is likely to be available in the near future. Similar may be the case with some European languages. The volume of work will not justify appointment of whole time officers. Yet as a national library we should acquire and service books in all these languages. We, therefore, recommend that when sufficient volume of work is accumulated in a language or a group of languages a linguist may be engaged on contract basis. The person may not be a professional librarian, but this linguistic ability will be utilised under the guidance of some experienced cataloguer. For this purpose the Library may also utilise the cultural exchange programme in getting qualified persons from abroad.

Cataloguing of manuscripts in Sanskrit and Tibetan

89. Similarly experts should be invited to catalogue the manuscripts in Sanskrit, Tibetan and modern Indian languages. Though there are some very valuable Sanskrit manuscripts, their existence is not known to the scholars as there is no cataloguer. The manuscripts catalogue should be fully descriptive giving full details of the subject matter indi-

cating its importance. The microfilm copies of the manuscripts gifted to the Library through the generosity of the Unesco should also be catalogued as early as possible, to facilitate their use.

90. Maps and Prints will continue to be processed by the Division concerned.

The Cataloguing Chief.

91. The most important function for the Library will be to co-ordinate the cataloguing principles and procedures to be followed by the different Divisions of the Library. Leadership in this respect maybe re-assigned to the European language publications cataloguing Division because this will be the largest unit both in volume and variety, as well as wholly occupied with the job. This Division should, therefore, be headed by a person with wide knowledge of the theory of cataloguing and also having practical knowledge about the problems faced by the cataloguers in this Library. The cataloguing tools compiled and published abroad do not solve all the intricacies faced by Indian cataloguers. Subject headings for Indian topics, accommodation of Indian subjects in the classification schedule and mode of entry for Indian and Asian names have to be firmly established not only to tide over the present problem but also to guide the professional cataloguing similar material elsewhere. He should also have the initiative to find out bibliographical details which Indian publishers often omit from their books. Above all, the Chief of the Cataloguing

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Division (European languages) should be capable of organising the Division, guiding and inspiring his staff, and streamlining the routine.

92. The Committee recommends a salary scale in the Reader's grade in a University for this post.

93. H. should be assisted by section heads in the grade of Assistant Librarians for each section such as monographs, Indian official publications, Foreign documents, etc.

94. At present about 60 persons' work is being supervised by one Assistant Librarian. The principle should be that there should be at least, one supervisor for each group of four or five cataloguers. Without such supervisory staff of the output is bound to suffer both in quality and quantity.

Dangers of Re-classification

95. A question has been raised about the re-classification according to the Dewey Classification of about 4 lakhs volumes processed before 1951. This is a big job involving a huge sum of money. The work even if undertaken, will not in any way help the reading public as ours is a closed access library, where cataloguing is of paramount importance, with all its subject scatter being adequately and properly shown in our catalogues. Moreover, the printed catalogues (author series) are published and the subject catalogues

are envisaged. The first volume has already come out. Instead of changing the classification of lakhs of books, efforts should be made to complete the printing projects and complete the arrears.

96. The responsibility of the Library does not end with the processing of its own acquisitions. It should also guide other libraries in the country by providing basic tools for cataloguing Indian material in particular and Asian material in general. A start was made in 1967 when an 'Author Table for Indian Names' was published, which is being used in the Library satisfactorily. The next step should be the compilation of a list of subject headings relating to Indian and Asian topics which do not find their proper place in the list compiled by the Library of Congress. The responsibility for the compilation of this list should be borne by the Cataloguing Division (European languages) alone. All Divisions should contribute to the building up of the subject heading file to be centralised in the Cataloguing Division (European languages). The subject headings should be duplicated and copies sent to all Divisions after final acceptance of the suggestions. The Chief of the Cataloguing Division will be the co-ordinator. When sufficient number of subject headings is accumulated, this should be printed and made available to all libraries.

97. The Chief of the Cataloguing Division should be the co-ordinator as far as cataloguing rules and procedures are concerned. Periodical meetings should be held to discuss

the problems and decisions should be recorded for future guidance.

98. Necessary equipment viz. card duplicators, stylus apparatus etc. should be used to streamline the work.

Bibliographical Activities

99. Bibliographical activities of this Library began as late as 1950. A national library has an obligation to the scholars and librarians for compilation of major bibliographies. A former Director-General of Unesco, has very aptly said that without bibliographies, "the records of civilisation would be an unchartered chaos of miscellaneous contributions to knowledge, unorganised and inapplicable to human needs". The research material in this country is highly unorganised, as private initiative is almost absent in the field of comprehensive bibliographical activity.



Current Bibliography

100. Compilation of current bibliography, retrospective bibliography, and special bibliography are the responsibility of a national library. The Indian National Library has to its credit, initiative in all three directions, and also some degree of achievement. But during the last several years because of printing and other difficulties and because of a lack of co-operation from scholars who were assigned certain responsibilities, this initiative has run down almost to a stand-still, and it is very necessary that they should be promptly restored to their full tempo.

The Indian National Bibliography

101. In the field of current bibliography a bold initiative was taken in 1955 when the erstwhile Ministry of Education appointed a Committee called the Indian National Bibliography Committee to investigate the problems confronting the compilers of the National Bibliography of India, and to advise the Government of India on the scope, lay out and other technical details. The Committee resolved that the bibliography should be an authoritative classified record of current Indian publications in all the languages recognised by the Constitution of India. It also decided that the script of the bibliography should be in Roman, and that the Decimal Classification Scheme be followed in the arrangement of the main entries, and that the I.L.A. rules for cataloguing author and title entries be adopted. The decision on the script of the bibliography was arrived at after consultation with linguistic scholars in India. The internationally accepted scheme of transliteration used by orientalists all over the world was recommended by the scholars as essential to preserve the integrity of the titles.

102. The publication of the first fascicule of the Indian National Bibliography was acclaimed all over the world. The distinguished Librarian of the India Office Library said that the Librarian of the National Library deserved "our gratitude for successfully launching an important, valuable and very difficult enterprise." The Unesco bulletin for Libraries called it: "a major bibliographical achievement." It also said that "the problems

of collection, of compilation, of transliteration from 14 languages were immense, and they have been triumphantly surmounted." The Statesman said: "The work put into the enterprise is independently immense performed in exemplary fashion Here is a volume which has put all scholars in the compilers' debt". The Library of Congress in its bulletin called it: "A notable achievement on the part of the librarians in India." The editor of the British National Bibliography said : "..... Your countrymen are going to be proud of this work." The President of the International Federation of Library Association said that the Bibliography was given "a structure which corresponds entirely to the recommendations made in a Conference of the National Libraries of Europe It is certainly a most decisive instrument in the cultural relations between orient and occident." The Director of the Lenin State Library said that the Indian National Bibliography "will take its proper place in the rank of the best national bibliographies." One of the most distinguished librarians of international repute Dr. Ralph R. Shaw pronounced it" a boon to scholarly libraries and scholars all over the world Its publication is a bibliographical event of major magnitude.

103. The decision to adopt the Roman script enabled the facility to print it at one place in the Government Press where Roman type faces were available. The decision to use diacritical marks meant that the composition of the entries would be in monotype. The Government Press at

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Calcutta brought out the first fascicule of the Indian National Bibliography with great competence. Subsequently, it was found that the resources of the Government Press at Calcutta, especially the photo-offset resources, could not meet the situation. The adoption of diacritical marks made it necessary that there should be a minimum of proof-reading as far as the index entries were concerned. The Office of the Controller of Printing suggested that the Nasik Press had idle potential which could be exploited for this purpose. This meant that two of the staff of the Central Reference Library had to be sent to Nasik and made to stay there for quite a few months to assist in the proof-reading of the main parts of the bibliography. Though this arrangement had its embarrassments and subsequent implications of delay, this was the best that could be achieved under the circumstances and for quite a few years the arrangement worked tolerably well. Even, while the main classified parts of the former annual volumes were printed by the Government Press, the indices were contracted out to private agencies and the monotype composed main part was bound with the offset produced indexes in one volume. But after 1965, there seems to have been a general breakdown and the further decision to bring out the Bibliography as a monthly fascicule (a decision merely meant to expedite the publication) somehow did not clinch. The result is that several annual volumes have been in arrears. After 1963, no annual volumes have been published.

104. This basic bibliographical tool is now in great danger of being rendered useless because of several bottlenecks, the chief of them being the defect in the law which enables publishers to default with impunity, and the printing delay. The Committee feels very strongly that a publication which has aroused such eloquent appreciation all over the world should not be allowed to languish. Energetic measures must be taken to enable the Library to collect the books in various localities through recognised centres. It is evident from the testimony given by various people before this Committee that the Government of India should see to it that the postal charges be eliminated from the operation, and authors and publishers should be allowed to send the material post-free to the National Library. This Committee also strongly feels that the Government should seriously consider whether it would not be worthwhile to link the concept of legal deposit with copyright as it being done in various countries, to provide a solid base for national bibliography, and if this is not possible to amend the law in such manner as to make it possible for punitive action being taken for non-compliance with the law. This is a matter which should be seriously considered by the authorities.

105. The Reviewing Committee definitely feels that the National Library at Calcutta should publish the National Bibliography as one of its very basic functions.

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106. There is one other matter about the National Bibliography which must be very carefully considered. The entire planning of the compilation has been very carefully thought out by a high level committee of librarians and linguists. The principles of compilation have been determined after considerable thought. The selection of the Roman script, the adoption of the diacritical marks for the entries, the isolation of Indian official publications in a separate section, the featuring of the subject headings, the scheme of classification adopted, the assignment of Colon number to every entry facilitating the use of bibliography in libraries which have adopted the Colon Classification, the compilation of the regional language annual volumes in cooperation with the State Governments - all these have been done after very careful planning. Whether the Roman script itself should be sacrificed for bringing out the Indian National Bibliography in the regional scripts, each script confining itself to the publications using that script, whether these sections should be published in several State Central Libraries (several States do not have such Central Libraries) - all these will have to be considered not merely by a committee of Librarians but of scholars and language specialists. At the present moment, all energies must be concentrated on making the present concept workable.

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The Bibliography of Indology

107. In the realm of retrospective bibliography, the National Library made some very impressive beginnings. An annotated bibliography consisting of some 56 volumes, each volume covering an aspect of Indian culture, was projected. The salient features of each volume were as follows :

- 1) A brief outline of the subject and the development of the study of the subject;
- 2) Inclusion of all books of basic value on that subject and such of the volumes which the Library possessed would be marked out;
- 3) Inclusion of all ancillary material which would help practical study of the subject, as for example, a list of periodicals, a list of institutions doing work on that subject, bibliographical notes on eminent and authoritative scholars in that field etc.;
- 4) Each entry in the bibliography provides a full entry with suitable annotations;
- 5) The material is classified properly and arranged in a helpful way, and
- 6) Indices would be provided for easy reference.

108. As these volumes required the sanction of the highest scholarship that the country could obtain, it was decided that the work of compilation be entrusted, on a contract basis, to eminent scholars in the field. Actual a few contracts were entered into in the field of Indian History which was divided into three periods - early, medieval and modern. The National Library obtained the services of a Bengali scholar on a full-time basis to produce the first volume on Bengali language and literature. The Library itself compiled a bibliography on Indian Anthropology after extensive consultation with experts

in the field. If the tempo was normal, by now we should have had at least, ten volumes of this series in print. But, the plan of entrusting bibliographical compilations to scholars on contract has met with heavy weather, and there has been hardly any progress after the publication of the volumes on Anthropology, Bengali Language and Literature, and Botany. The Committee feels that this is a matter which should be carefully looked into and the scheme revived. The authorities have stated that the main difficulty was the unbusinesslike approach to their responsibilities by some of the scholars entrusted with the work. For example, the Section of Indian History has been paid for, but up to the moment of writing, the scholar concerned has not honoured his commitment. The fact that there are penal clauses which could be enforced on the contractee, is only a partial satisfaction, but really does not solve the problem.

109. The experience of the National Library in this context would justify appointment of a staff of specialists, especially recruited for each of the projects for compilation of bibliography. It is also interesting to note that in the case of Sanskrit and English, the National Library itself which was entrusted with the compilation of the bibliographies has successfully accomplished them.

110. A very notable contribution of the National Library towards international bibliographical effort was its participation in the work of the Index Translationum, annually issued by the UNESCO, which lists all the translations

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in the world from one language to another in the field of humanities. In 1963, the National Library published a cumulative volume of translations made into the Indian languages during the years 1947-58. This work is still continuing.

11. The work done in disciplining the papers of the Tej Bahadur Sapru and the Jadunath Sarkar bequests resulting in the compilation of the check-lists of the Sapru correspondence and the Jadunath papers, is a notable achievement. Whereas the check-list of the Sapru correspondence has been published, the list of the Jadunath papers is still awaiting publication. The recent acquisition of the Moonje papers, with its great value for the student of political history, makes it urgently necessary that a check-list of these papers also is compiled and published.

112. The general picture of the bibliographical activity of the National Library is that some very good beginnings have languished for various reasons.

112(a) The Committee feels that the Chief of the Bibliography Division should be of the status and scholarly qualifications of a University Reader, with some involvement in scholarly publication. It also feels that for the proper execution of the bibliographical functions of the Library, the Indian National Bibliography Unit should be placed in charge of a senior professional librarian of the grade of the present Deputy Librarians. It is also of the view that the Chief of the Bibliographical Division should have the assistance of two junior officers in lecturer's grade and that it should be given a full complement of stenographic and typing assistance. They should have entirely at the disposal a team of at least, four full-time typists and a senior stenographer to assist the senior staff.

CHAPTER - V

THE REFERENCE DIVISION

114. The membership rules of the Library are so liberal that any one who has attained the age of 18 can utilise its services. The users of the Library's Reading Rooms represent all levels of the society. There are general readers, students - under-graduate and post-graduate, research workers, professional men and reputed scholars. Ideally speaking, the reference services of the Library should serve all categories of readers, but with our limited resources we should lay special emphasis on service to scholars and to those carrying on research on any aspect of a national development programme.

115. Reference work in the National Library may be classified broadly into the following groups:

- 1) To explain to the readers how to use the reference tools, how to consult the catalogue, how the reference collection of the Library is arranged and how best to utilise the resources of the Library by themselves. The time spent on such explanations is well spent;
- 2) To answer queries regarding some specific subject. This may some time require prolonged search. But such hunt for information may not be very complicated, and
- 3) Questions relating to source-material are very important as far as the National Library is concerned. These very often require research by the staff. It is often a time-consuming process. But this must be undertaken to assist scholars who come from all parts of the country and abroad. Many of them come for a short period and they do not have adequate knowledge about the resources of the Library. As the Library has not yet

fully catalogued all the available material, such assistance becomes imperative in many cases.

116. Requests for source-material are also received from scholars who cannot visit the Library personally. In many cases the staff of the Reference Division has to find out the material and send it to the scholars concerned. Such requests should be attended to with care when they come from our learned institutions and from those abroad. It is very necessary to develop special insights in dealing with reference queries.

117. The most important part of the work of the Reference Division is to collect and organise reference tools on the Reading Room shelves. Without building up a useful collection it would be impossible to render effective service to the readers. It is not only the Division's duty to collect the material, but it is also their obligation to take care of the collection.

118. For specialised reference queries on Indian languages and literatures the reader may be sent to the Division concerned for better service. But as far as possible, the language divisions should not be disturbed, if necessary, information can be had either from the catalogue or from reference tools. The Indian language material of the reference collection should be strengthened and rationalised.

119. The success of a Library's reference service largely depends on the type of staff employed. The head

of the Reference Division must be a person of scholarly attributes. He will be responsible for organising reference service in all the Reading Rooms. A University Reader's salary is the minimum that should be offered to the head of the Reference Division. He should at least, have two colleagues in the grade of Assistant Librarians. This is necessary because the working hours of the Reading Room is from 9 A.M. to 8 P.M. on week days. At present this long period is covered by drafting the part-time services of Assistant Librarians in charge of other Divisions. This system appears to be unsatisfactory. The Assistant Librarians of the Library have to do multifarious duties. Their services are utilised for ensuring security measures, for stock-taking of the books and for running the reference service on holidays. Such assignments hamper their normal work. If two Assistant Librarians are recruited for the Reference Division, the long opening period can be divided between them.

120. The remaining staff attached to the Reference Division should have scholarly background as far as possible. Their educational attainments should represent various fields of knowledge.

121. In recruiting higher grade of staff for the Reference Division professional qualifications should not be insisted upon. Their background of study and interest in the world of books should be the basic criteria. If, in addition, they have the professional qualification it is all the better.

122. The staff of the Reference Division should have thorough experience of work in all the major Divisions of the Library. They should be sent to these Divisions, by rotation, to get a sound background about the routines followed by each of them. They should also know what books, periodicals and other material are being received by the Library. Such background knowledge will considerably improve the quality of reference service rendered to the public. Selected staff should be sent for refresher courses at the expense of the institution.

The Cataloguing Division

123. An exhaustive account about the printed catalogues and the card catalogues of the National Library has been given in chapter two of "India's National Library". What concerns us chiefly is the time taken to produce the printed catalogues. The printing of the catalogues after the old Imperial Library was designated as the National Library has only a recent history going back to March 1947, when a Special Officer was appointed to bring the printed catalogues of the Library up-to-date. The full complement of staff to assist this officer was only recruited in 1948. Fortunately, the Special Officer had not gone very far in implementing the directives given to him of compiling the printed catalogues on the basis of old slips filed in the Library, recording acquisitions, and from the old cards in the cabinet. The unfortunate condition of the Library at that time, in 1948, was that no one was sure whether

the entries in the card cabinet were faithfully reflected. In the brief chapter on the History of the Library, attention has been drawn to the various dislocations to which the books of the Imperial Library were subject to because of various reasons. These dislocations were responsible for a lot of material disappearing from the shelves and also a number of cards in the cabinet being lost. The decision was taken in 1943 that the printed catalogues of the Library should be on the basis of a physical verification of the actual volumes on the shelves. The catalogue of Sanskrit, Pali, and Prakrit books compiled during Asadullah's stewardship, covering the letters A - G was not interfered with and it was released to the public in 1951. The second volume covering the letters H - Q was published in 1956.

124. The emergency of war, the various shifts in location the Library was obliged to make, and Government regulations clamping down on paper supply, had halted the printing of catalogues during Asadullah's time. In 1953, 1954, 1956 and 1960, volumes v, vi, vii and viii were brought out, bringing the pagination from 1958 to 4039, making in all 2081 pages of print. A catalogue of the holdings of periodicals, newspapers and gazettes in the National Library was issued in 1956. The catalogue of books in the Bengali language was published in 1959, being the third volume covering the letters M - R. The author catalogue of printed books in the Bengali language,

volume v, completing the alphabet; the author catalogue of printed books in European languages, volume ix, and the Asutosh Collection catalogue of printed books, volume ii, were all compiled and sent to the press by 1961. This means that between 1948 and 1961, twelve volumes of catalogues were compiled and handed over to the press, averaging one volume a year. This tempo was kept up in spite of the fact that the Government Press was handling the printing of the catalogues. The co-operation vouchsafed by the Government Press in printing catalogues of the complexity of the National Library is to be recorded with great appreciation.

125. Since then the situation seems to be that cataloguing work has been steadily going on, covering the official publications and some parts of the gift collection. Of late years there have developed some difficulties with the Government Press and the tempo of the release of catalogues has consequently been slowed down. What is not true though the card catalogues are keeping pace with the acquisitions, allowing for the usual hang-over of uncatalogued material that will always be found in a library of this proportion, especially with the staff situation being very precariously slender, the printed catalogues are falling into arrears. The supplements, which should be printed, are not being printed. The National Library catalogues have to be printed promptly so that scholarship all over

country can benefit by it. The Indian language collections prior to 1954 are not being recorded by any printed catalogue of the Library. The official publications have been catalogued to a certain extent, but the printing of these catalogues is taking a great deal of time. The foreign publications and the exchange publications and the U.N. publications are not recorded in a printed catalogue. The gift collections, except for the Asutosh Mukherjee collection, and even these only partially, have not a printed record. The Committee has examined the situation and find that the lack of personnel is the chief reason for these arrears and steps should have been taken during the last several years to reinforce the strength of the Cataloguing Division. There is no use a National Library acquiring material if it is not recorded in print and made available to the public. If this is not done, the money spent on acquiring, housing and maintaining this collection is ill-spent. A complacent view cannot be taken of the situation on the ground that the heavens will not fall if the arrears are not catalogued. Once the Government decides to spend money on maintaining a National Library, the declared object of which is to make known to scholars all over the country the acquisitions of the Library, it is the bounden duty of the Government to provide the necessary funds for the personnel required for such work.

126. The Committee feels that a separate set-up should be created in the National Library entirely to look after the

Processing of the catalogues for print. At least, the immediate responsibility to be shouldered is to see that all entries in the card cabinet are reflected in printed catalogues issued by the Library. This programme cannot wait. Every year's delay will be a loss to scholarship.

127. Increase in staff in the Cataloguing Division should be in two directions. One should be to reinforce the regular cataloguing staff of the Library to deal with old acquisitions and special acquisitions. It should be remembered that the cataloguing of the Indian National Bibliography will take care of all the current Indian language acquisitions. The British National Bibliography, the Library of Congress Catalogue and similar tools will take care of the cataloguing of foreign acquisitions even in languages other than English. Perhaps, the Slavonic Language will have to be taken some particular care of, and the Slavonic Language Division should have a reinforcement of staff for this purpose. On the experience of the past and taking into account the work-load, the Committee feels that there should be an immediate doubling of the staff in the Cataloguing Division, but this should be at the senior level of what the University would call a Lecturer's grade. This is necessary because Junior person will not have the necessary experience or maturity to finalise an entry. As far as possible, senior cataloguers should be briefed every month at a meeting where their work will be discussed with the cataloguing chief,

and then they should be left to finalise the entries always allowing for a random sampling of their work by the Chief of the Cataloguing Division.

128. The Chief of this Division must have very rich experience of cataloguing and must be, again, of a University Reader's scale.

129. The other direction in which the cataloguing staff should be increased is what we would call the Unit for processing catalogues for the press. This should be a compact body of half-a-dozen people on the Lecturer's grade, covering, among them, a competence in all the Indian languages. It is possible in this country to recruit at the level of Lecturer's grade people with a competence in more than one Indian language. This Unit should work under the Chief of the Cataloguing Division and must have the responsibility of seeing the catalogues through the press. The assistance of the Indian languages divisions must, of course, be presumed in this matter in case the Unit runs short of competence in any particular language.

130. The danger of each Indian language division doing its own cataloguing lies in standards of practice differing from language to language. There should be some co-ordination of these practices, and periodical meetings of the cataloguing staff and the staff of the language units are very necessary to achieve uniformity of practice.

CHAPTER - VI
READERS' SERVICES

A) Problems of Lending

131. The situation to-day is that academic institutions of recognised standing can borrow for use within the premises of their respective libraries book material needed for research. It is true that very rare material before a particular date is not issued even for this purpose, but by and large, quite a large part of the Library is available for inter-library loan. Apart from this, there is also the practice of lending books for home reading to the readers enrolled as members of the National Library. This membership is built up on the basis of recommendations made by numerous categories of people, like lawyers, doctors, professors, businessmen of standing, etc. Each of them certifies that the applicant is personally known to him and recommends his admission to the National Library. No fee is charged for borrowing books. The experience has been that, as can be expected, fiction forms a large proportion of the books borrowed. This privilege of lending books for the local members has a perspective going back to the time when the Calcutta Public Library was absorbed into the Imperial Library.

132. The potential of the National Library as a reference Library is seriously reduced if the material is loaned out all over the country. A research worker coming to the Library would feel frustrated to find that what he wants

is not available. All over the world the concept of a National Library is that knowledge is always on tap and except for the fact that some other member actually is using the material on the premises, the presumption is that whatever is asked for is always available, provided of course, the catalogue of the library carries it on its entries. The other implication is that people coming to borrow material from the Lending Section of the National Library produce noise within the reading room of the Library which is very trying to the serious readers. The further danger in this borrowing of material is that the conservation function of ^a National Library is seriously handicapped by this practice. Books constantly borrowed (and there is a particular cross-section of material very frequently borrowed) will perish with use and it is not always possible that the book borrowed can be replaced by purchase because it is likely that it will have become out of print. Another great difficulty in the loaning out of fiction not only for home use but for use in the reading room of the Library is that because of contemporary and current fiction which should be the responsibility of the public library system of a State to provide for recreational readers, the space available within the reading room for serious scholars is sadly reduced. The evidence tendered before the Committee, especially by men of scholarly perspective, is of the firm opinion that books of fiction should not be lent out by the National Library except in special

cases where research projects are based on such material. Some of the evidence tendered also suggests that though inter-library loan and home lending do sadly deplete the potential of the National Library as a research centre, an abrupt closing down of it would cause some inconvenience to the local public. It was, therefore, suggested that this closing down should be phased out and completed within three years, and during the interim period a separate unit, for removed from the main reading rooms, should be invested with the responsibility of lending material for home reading. But, there was unanimity of opinion on this point that ultimately the Lending Section should be closed down and inter-library loan discouraged. It is the invariable rule that national libraries never lend books outside the premises either to institutions or to individuals.

B) Reference and Bibliographical Service

The Reading Rooms

133. The use of the National Library has expanded immensely since the Library came to Belvedere in 1948. The main activity of the Reference Division manifests itself in various ways. The two main groups are the readers who actually come to the Library to use the books on the premises and seek the assistance of the reference staff, and the other, the scholar-readers who seek such assistance in furtherance of their studies, by way of reading lists, comprehensive subject bibliographies and reference queries.

Nearly 900 readers make use of the Library every day. The facilities of the Reading Rooms are available to anyone not less than 13 years of age free of any charge.

134. The Reading Rooms are open on weekdays from 9 A.M. until 8 P.M., and on Sundays and holidays from 10 A.M. until 5 P.M. The Library is closed only for three days in the year.

135. At present the Reading Room at Belvedere has accommodation for about 300 people at a time. For research scholars, 14 specially designed alcoves in the two wings of the hall with two seats in each alcove have been provided. In the central part of the building accommodation is provided for those consulting periodicals.

136. The main Reading Room houses nearly 10,000 basic reference books on all aspects of knowledge. Out of nearly 12,000 periodicals received in the Library, a select 200 periodicals are on display. The card catalogues are housed in the foyer of the main building. Since the general stock of books is in closed access, books are brought to the Reading Room by the Library staff after receiving the requisition. An electric book-lift connects the Reading Room with the Stacks.

137. Arrangements have been made on a purely temporary basis to provide facilities to the readers in each floor of the annexe for reading purposes. The stacking arrangement in the annexe is as follows:

Ground floor - Maps and Prints Division,
and Reprography Division; First floor -

Government documents; Second and third floors - Bound volumes of Periodicals; Fourth floor - Asutosh Collection; Seventh floor - Afro-Asian Division, and European languages Division. The Reading Room in the annexe is being used as an Exhibition Room for the time being.

138. The Committee feels that the working hours of the reading rooms should be extended and the present practice of posting Assistant Librarians on an ad hoc basis on holidays to look after the reading rooms should stop. Another post of an Assistant Librarian's grade should be created, so that the responsibility can be fixed for acts of omission and commission. Ancillary staff in the way of Technical Assistants should also be created to assist the Assistant Librarians in running the services beyond the scheduled office hours. The Committee feels that the Reading Rooms and the Annexe of the Library should be open from 9 A.M. to 9 P.M. on all days including Sundays and holidays except for the Republic Day, Independence Day and the Gandhiji's Birthday.

139. The Committee also feels that the original purpose for which the reading room of the annexe was built should be fulfilled and steps be taken to so dispose the book material as to make it possible for the reading room at the annexe to service the material available directly from the annexe itself.

140. The Committee would like to recommend as a matter of the highest priority, the shifting of the Newspaper

Reading Room from the Esplanade East to the campus in Belvedere. The space vacated at the Esplanade could be set apart for some other purpose. For example, the proposed Lending Section could be housed there till it is abolished. A special Reading Room for the reference of newspapers and periodicals should be designed and built in the campus of Belvedere. The space to be set apart for this purpose should be 10,000 sq.ft. and this should be in two tiers of 5,000 sq.ft. The decision should be taken to microfilm all the old holdings of newspapers and make available positive copies for reference. A programme should be undertaken of systematically microfilming significant newspapers currently received, seeing to it that a selection is made, representative of each language in the country. This operation requires archival microfilm and implies a certain investment in foreign exchange, which should be provided for. Adjacent to the newspaper and periodical reading room should be the stacking area for newspapers and periodicals which should be designed to take care of the acquisitions during the next 25 years. This, again, would need a provision of space amounting to 10,000 sq.ft. in two tiers. The building should be so designed that the stacking of newspapers either in the original form or in the microform is such that the reading areas are always interspersed in the stacking areas. These approximate estimates of space are, however, subject to revision in the light of future developments.

The Stack Room

141. The entire health of the Library depends upon the

efficiency with which the stack room of the Library is maintained. The guiding of the stack room, the very constant attention paid to the placing of the shelves with implications of isolating material which stands badly in need of repair, the constant commerce that should go on adjusting the shelf sequences in an integral fashion, the operation of the central dummy system whereby the time of the reader can be saved considerably, the maintenance of records about missing material from the stacks, the attention that has to be paid to withdrawals of useless material either because the book is worn out beyond restoration or because later editions have completely altered and revised the earlier ones - all this had to be done systematically.

Stack Verification

42. Consistently through the years from the earliest days of the Imperial Library to the present day, there have been complaints of the loss of books. It has been said that the various physical shifts that the Library has been subject to have resulted in the loss of material. The most massive example of this was the dispersal of material from the Imperial Library during the alarms and excursions of the Second World War. What records were kept, how the books were retrieved from these various hideouts, and what accounting was done in this matter of the tally of books, are not very clear to this committee even after assiduous efforts to get at the details. Apart from this, there have been allegations of books belong-

ing to the Imperial Library being sold out as mere rubbish. Unfortunately, though these stories have been consistently handed down through the years, this Committee has seen no records which could prove this. There have been certain glaring examples of books stolen from the Library and sold to individuals. The case of Pratap Chandra Chunder who was public spirited enough to return to the Library the cache of such stolen material, was followed up and resulted in the criminal prosecution of one of the culprits. Repeated examples have been brought to the notice of the Committee of books being secreted on the person of unscrupulous users and thus spirited away from the Library in spite of vigilance in the matter. The fact that all the workers of the Library have free access to the stacks, with the difficulty involved in keeping check on what books were taken out of the stacks, is one of the reasons given for the loss of books.

143. The Reviewing Committee asked some searching questions about what precautions were taken by the Library in determining the quantum of missing books. For example, an inquiry was made as to the frequency and the rhythm of stock-taking in the Library. The Committee was told that stock-taking was being done in fitful manner depending on the availability of staff for that purpose and that no regular stock-taking on a massive scale was attempted because there was not the necessary personnel available for the purpose. The practice of various national libraries

in the world where no regular stock-taking is done was brought to the notice of the Committee. Not only national libraries, even massive university libraries in many parts of the world considered stock-taking an expensive and non-rewarding operation. The opinion was expressed that all the big libraries of the world felt that the expenditure involved in stock-taking was such that the benefits to be derived from it were not commensurate with the expenditure incurred. It was also expressed before the Committee that vigilance could only go so far but no further, and that human perversity in this matter was very difficult to control. The Committee repeatedly wanted to know how many books were missing from the Library at any point of time. They wanted to know if the printed catalogues which were compiled after physical verification could not be a starting point for a quick check on missing volumes. The answer was given that the printed catalogue was not a tool for stock-taking and the shelf list was the real instrument for the purpose. It was also said that the shelf list was itself in a defective state because of various reasons. It was pointed out that the entry and exits into the stack room were very carefully controlled and the various windows and doors were protected by grill and mesh and that unless a major unit of stock-takers was set apart for this purpose, a dent could not be made on this problem.

144. The Reviewing Committee, after a careful consideration of the difficulties involved in the stock verification of such a huge collection and being very much aware

that this problem has to be tackled resolutely, still considers that a crash programme of stock verification is immediately taken up on hand. It suggests the appointment of a special staff of twelve technical assistants, four full-time typists and four dusting bearers under the charge of a full-time Assistant Librarian to undertake this work day-in-and-day-out, so that the work can be completed in two years' time. They should, in the course of their work, restore the integrity of the shelf list and also isolate all the cards from the main card cabinet, of the books that are found missing. Though the standard practice is that the shelf list is the tool for checking the stacks, considering that the present health of the shelf list is very unsound, they should create a separate de novo record which will be based on the physically verified printed catalogues in the first instance. A slip index must be created for the uncatalogued portions of the Library to be later transferred on to cards. The twelve employees for this purpose must be Senior Technical Assistants and they must be on this job whole-time. The Assistant Librarian in charge should not only supervise but should also participate in the process of verification. The dusting bearers will be employed for purposes of fetching and carrying the material which will be very frequent during this process of verification. It may also be made clear to the Senior Technical Assistants that the actual physical handling of the books is also expected of them; not merely

that the dusting bearers only should do this job. There is no indignity in physically handling books. The expenditure on this will come to about Rs. 2 lakhs per annum. The entire unit of the Assistant Librarian, twelve Senior Technical Assistants, four typists and four dusting bearers, should be in charge of an independent Senior Librarian, comparable in rank to the Deputy Librarian of the National Library.

This is very necessary because the stock verification report must be independent and should be placed before the Governing Council for its consideration. This senior officer should be borrowed ~~from~~ any large academic or government libraries on a contract basis for two years. He will be independent of the Librarian who is expected to extend to this officer all the facilities.

Reprographic Services to the Reader

145. Every attempt should be made to obtain Xerographic and micro-copying facilities for the readers. These services are a basic necessity for a National Library. The problem of defacing books and stealing books will be largely solved by affording this service to the readers on payment. The microfilming and xerocopying machines should be installed in the vicinity of the reading rooms to facilitate instant copying of material which a scholar would like to have.

Book Exhibitions

146. The National Library has a very fine tradition since 1948 of having organised very successful book

exhibitions which have been very systematically recorded in mimeographed and printed catalogues. This practice should be encouraged and, periodically, the wealth of the Library should be interpreted to the public through exhibitions. It is suggested that an Exhibition Officer on the same level as an Assistant Librarian, and a Layout Artist in the grade Rs.370-475 be recruited to keep the Exhibition Division fully active.

Extension Lectures

147. Scholars and artists should be invited to deliver extension lectures and these lectures should be ~~backed~~ up by book exhibitions, drawing upon the book stock of the Library. Provision should be made for at least, four extension lectures to be delivered every year. Each session of extension lectures can extend to two or three days, if necessary. The Governing Council of the National Library should appoint a small committee of its own to draw up a list of outstanding personalities who should be invited to deliver these lectures on payment of a handsome fee, and with their travel expenses and stay in Calcutta being taken care of.

Amenities for scholars

147. Growing interest in the Library by scholars would necessitate provision of a much larger number of carrels and cosier furnishings.

148. We also strongly recommend that the amenities of the Library in the way of air-conditioning of reading rooms, more space for readers, more rooms to be built to accommodate scholars who come to Calcutta for study and a shuttle service from the Esplanade to Belvedere and back, be immediately thought of and implemented.

149. As far as accommodation for scholars is concerned, this Committee would strongly recommend that the present rent levied be revised to make it merely a nominal fee not exceeding a couple of rupees a day. We have had representations on this matter from many scholars, and we feel that there is some justice in this demand.

CHILDREN'S LIBRARY

150. Though the Children's Library is very much of a happy accident in the present National Library set-up, the pilot project which has been so very successful in inspiring emulation elsewhere regarding the methods of running a children's library, should be continued.

CHAPTER - VII

PERSONNEL AND STAFF-RELATIONS

151. The efficiency of a responsible administration depends upon several factors; the more important among them are:

selection of staff which is adequately qualified, professionally and otherwise, and experienced for discharging duties entrusted to it;

rational allocation of duties and delegation of powers to enable timely and correct decision-making at different levels of the organization;

vigilant and effective coordination; and

atmosphere of understanding and confidence and sense of involvement and participation on the part of the staff.

152. The head of the National Library should be largely concerned with implementation of approved policies; financial controls; coordination and rationalisation of work done at different levels; vigilant supervision and timely guidance and, above all, initiation of innovations which will improve the competence of the Library to serve its defined purposes. The Librarian creates the image of the Library. No administration can afford to be static and no solution lasts for all times. It should be the constant concern of the head of the

Library to watch the big machine at work; to attend to it wherever it squeaks, and to remove bottlenecks and other handicaps which cause delays and difficulties.

153. The responsibilities of the Librarian are demanding and his achievements depend ultimately upon his handling of the problem of management of the personnel. Good management can work wonders even with a moderate team while a collection of talent may be reduced to ineffectiveness by contradictory pulls within the organisation. The quality of leadership on the part of the Librarian and his ability to enthuse team spirit are some of the determining factors of efficiency of a library. When we make this observation we are not unaware of the spirit of indiscipline which bedevils working of many organisations in the present times, and we view with disapprobation whatever leads to erosion of authority of the highest executive on whom rests the ultimate responsibility for proper functioning of the institution. However, we think that authority functions best when it is not blatantly assertive and when it reflects convincingly sympathy and fairplay. When men have faith in fairness and justice of the man at the top, his freedom from bias and his sympathy with the legitimate needs and aspirations of the members of the staff, his authority is not likely to be disregarded lightly. In a friendly atmosphere of understanding, the incorrigible trouble-makers are soon identified and their influence restrained.

154. As late as in 1961, the then Librarian spoke about the staff in terms of high praise commending particularly its devotion to duty, its ability to rise to the occasion, its courtesy to readers and its willingness, when working through the staff association, to work constitutionally even when it differed from the authority in some matters of importance. The staff council was then regarded as a forum for a frank give and take of views (see India's National Library: pages 53-54). Even when allowance is made for the generous impulse of the then Librarian which may have exaggerated harmony and overstated virtues, this gives a fair account of the atmosphere prevailing in those days. The evidence produced before us leaves us with the impression that there has since been deterioration in the relationship between the members of the staff. The long memorandum submitted by the Staff Association to which a majority of the staff belong, gives a somewhat exaggerated picture of deteriorated relationship, but it leaves one in no doubt that there is a great deal of mutual bitterness and suspicion among the members of staff which adversely affect the working of the Library. Audibly or inaudibly, executive orders are being questioned. Evidence also reveals that the upper layers of hierarchy are divided on many matters; that the mutual suspicion of one another is deep rooted and that the gulf between them is tending to become

wider and wider. There were murmurs of protest against many such orders such as the reorganisation and re-distribution of work, various promotions and postings, sudden ban on home-lending of fairly recently published books without preparing the reading public for such orders. Lack of rapport led to motives being misunderstood, and incidents like the searching of lady officers' handbags by a member of the security staff being wrongly ascribed to the Librarian, though it appears that it was done without his knowledge.

155. The staff Association's catalogue of allegations against successive Librarians is long and discursive. The members of the Association met the Committee and discussed in great detail the various points raised in the memorandum. Their grievances range over a wide field and make allegations against the manner in which the Librarians functioned. Complaints of nepotism, favouritism, negligence of duty, harassment and various other acts of omission and commission are freely made. For example, allegations of negligence, unfairness and nepotism are made against the ex-Librarian Shri Y.M. Mulay. Conditions of emergency led Government of India to impose a ban in February, 1964 on recruitment of posts which were lying unfilled for previous six months or more. The second ban came in 1966 when all fresh recruitment was stopped and 3% retrenchment in staff was ordered all along the line. The two bans resulted in lapse of about 50 posts

affecting adversely chances of promotion of a few officers. This caused frustration among members of the staff. The allegation made against Shri Mulay is that he did not exercise adequate and timely pressure on government for restoration of these posts. It must be observed that the two blanket bans imposed by Government were regardless of the circumstances and requirement of the actual urgency or otherwise of each post as well as of the complicated recruitment procedures which are often responsible for a time-lag of more than six months. It seems unfortunate that the real needs of the Library were not taken into account while imposing the bans. But this is not the point of the allegations made by the Association. The Association's contention is that there were two instances which show that had Shri Mulay made out a case with promptness and firmness, the erstwhile Ministry of Education would have relaxed operation of the bans in the interests of the Library. One of the instances is the revival of the post of the stenographer to the Deputy Librarian, Shri C.R. Banerji who, when he was incharge, pressed for the restoration of the post and got it through. The other instance relates to revival of a post at Shri Mulay's insistence. It is alleged that it took Shri Mulay six months to protest against the bans and another three months to send a reminder. The inference drawn is that if Shri Mulay could succeed in having one post revived, he could also have got a few more posts revived if had tried hard enough. It is

further concluded that the one post revived by him was because of his special interest in a person who was later appointed to fill the post. Shri Mulay is also accused of unfairness to his next in command, Shri C.R. Banerji, who was promoted to the post of Deputy Librarian superseding some of his seniors. Shri Mulay's prejudice against Shri Banerji are based upon two incidents. One relates to the enquiry against Shri Banerji by Central Bureau of Investigation, on the basis of some anonymous letters. The enquiry revealed nothing against Shri Banerji, except that a new issue was raised that he had written books without previous permission of Government. The C.B.I. was obviously unaware of the Government Rules which permit a Government servant to accept royalties on occasional literary work without prior sanction. The allegation is that Shri Mulay just closed the case without even making a complaint to the Government in strong terms against the harassment caused to Mr. Banerji by the Central Bureau of Investigation on frivolous grounds. The second instance in support of Shri Mulay's alleged prejudice against Shri C.R. Banerji relates to the adverse comment made by him in the Confidential Character Report of Shri Banerji for the year 1966. Shri Mulay was asked by Government to convey the adverse comments against Shri Banerji to him according to rules. Shri Mulay demurred and wished to withdraw the remarks. The Ministry of Home Affairs did not permit Shri Mulay to do so. The

remarks were communicated to Shri Banerji and expunged after his reply was received.

156. It seems that the relationship had already become strained following the theft of valuable books from the Library, their detection at the time they were being disposed of, and the subsequent criminal case in which one person was convicted and the Court made some acid comments about lack of supervision in the Library. This made headlines in the daily press and Shri Banerji was thought as the fons et origo of all this newspaper gossip.

157. When Shri Mulay retired there was possibility of the breach between the staff and the Chief Executive being healed. Instead of this, we are left with the impression that the breach is growing wider. Unfounded rumours about the new Librarian's desire for retrenchment exacerbated a relationship already somewhat poisoned by distrust. His reported move to amalgamate the I.N.B. (Indian National Bibliography) with the National Library caused panic to the Library staff because the higher salary scale obtaining in the former would be a permanent barrier to the latter's promotion. Some postings and transfers, made immediately before the Staff Inspection Units' visit, led to the fear that the possibly inadequate outturn in these new posts might lead to their abolition. The Staff Association came under a cloud and was cold-shouldered. This was a step of doubtful wisdom because

it made senior and sober people, who were unwilling to risk the displeasure of the Chief Executive, withdraw their support and let it pass under the control of less responsible groups. The threat of non-recognition of the Association under the new rules promulgated by the Home Ministry was not the fault of the Librarian; he was merely communicating what he had been advised by the Ministry to be the true inter-pretation of the rules. As late as November, 1968, a petition, amounting almost to a no confidence, was signed by nearly 350 members of the staff and handed over to the Librarian.

158. It is not our purpose nor do we ever want to support any indiscipline on the part of the staff. We strongly disapprove of the petition of no confidence submitted to the Librarian towards the end of November, 1968 although we have taken note of it as a fact relevant to our present discussion. We want that the authority of the Chief Executive of the National Library must be maintained and respected. Our contention is that the present situation should be handled with the tact and care which issues involving human relationship demand. The atmosphere of distrust and suspicion cannot be remedied merely by application of Government conduct rules and resort to disciplinary measures. There should be a human approach to the problems which exercise the minds of the staff, a frank give and take of opinion, and a clear proof by

action that whatever measures are taken are perfectly fair, and there is sympathy with the legitimate claims of the staff.

159. There is ample evidence to show that the relations between the Librarian and the Deputy Librarian No.1, Shri C.R. Banerji, are not happy. There is deep seated bitterness as well as suspicion, and though politeness and good breeding prevent its eruption into bad manners or open conflict, the undercurrents are difficult to ignore. The two do not seem to agree on almost any important issue relating to organisation and functioning of the Library. Their differences are reflected in the divided loyalties among the members of the staff. The Deputy Librarian is a local man, and he is held in high esteem by a wide circle of friends and scholars for his scholarship and knowledge of books. He is also an old hand who has risen from the ranks in the Library. In the atmosphere of prevailing distrust, he was considered to be the brain behind all criticism in the press of the Library and intransigence of staff association. Distrust begets distrust and suspicion suspicion. We came across cases which revealed that what appeared to be inconsequential affair was treated as a matter involving disciplinary measure. The production of a copy of the Richey Committee Report illustrates both the lack of liaison between the Librarian and his Deputy and the bitterness which poisons their relationship. On request by the Committee, the Librarian

Promised to produce a copy of the Report; but it took him time to lay his hands on it. In the meanwhile, when the Deputy Librarian I, Mr. C.R. Banerji, learnt that the Committee wished to see the Report, he produced it at once. The Deputy Librarian had obtained a copy of it from the National Archives. When the Report was produced before the Committee, a confidential letter was sent to the Ministry asking them to pull-up the Deputy Librarian I, for transgressing official etiquette by writing to the National Archives over the head of his chief. The Committee came to know about this letter only when one of our members practically forced, Shri Banerji to disclose the letter which the Ministry had written to him asking him to explain why he obtained the Report which was meant 'for official use only' from the National Archives on his own initiative and why he produced it before the Reviewing Committee. Whatever be the lapse of propriety in obtaining a copy of the Report from the National Archives, the Committee was frankly aghast that objection was being taken to production of a promised Report to it and requested the Chairman to bring its sentiments to the notice of the Education Minister. The Committee was curious why there was no dialogue between the chief and the next in command about matters which appeared to be simple and straightforward.

160. The climax was still to come. As the Committee was concluding its labours towards the end of December, 1968

it came out, incidentally as an explanation of why the Librarian was so sore against Shri Banerji, that he had lately suspected him of tampering with the confidential roll and the work-diaries of certain officers whom he wanted to favour. When the Committee wanted to see the confidential reports and the diary supposed to have been tampered with they could not be produced. Pressed to say where they were the Librarian quietly admitted that he had sent them to the Ministry along with a confidential letter asking that the documents should be examined by a handwriting expert and the Deputy Librarian penalised if his guilt was proved. The Deputy Librarian-I was not confronted with the disputed documents nor his explanation asked for. The Committee would not have known anything of it but for the Librarian's attempt to explain his hostility to the Deputy Librarian.

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161. The Librarian and the Deputy Librarian have much to say against each other. We have referred to the many allegations which the Staff Association has to make against the administration of the Library. While in the very nature of things, we could not possibly examine in detail the allegations made in order to ascertain their truth or otherwise, we are left with the uneasy feeling that the relationship between the Librarian and the Deputy Librarian No.1 and the general state of dissatisfaction among the members of the staff have rendered the library administration weak. We could sense unhealthy fear and tension in the air. It is necessary in the interests of the Library that the atmosphere

should be cleared and that normalcy should be restored. The latest phases in the staff relations including relations at the top level have been so distressing and so greatly do they hamper the service that scholars and readers are entitled to that we think a more extensive inquiry would have been justified. The Committee regrets that neither its terms of reference nor the time at its disposal enabled it to do so and it suggests that such an enquiry into this latest phase by an impartial one-man Committee with high administrative and judicial experience is desirable. This one-man Committee should be asked to submit its report within a month of possible, in order to enable the Government to decide what action should be taken to place the administration of the National Library on a firm basis.

162. We are anxious that sanity and understanding should be restored to enable proper functioning of the Library and one important step towards this end is to create conditions which will enable dialogue between members of the staff on all important issues. We understand that a Joint Staff Council comprised of the representatives of the staff, and the Librarian has already been constituted and that it has been working since May 1968. The necessity of such Joint Staff Councils is a recognised need in any large organisation and we feel that if there is the will to give and take, such a Council would provide the forum at which problems could be discussed fully and frankly and later amicably settled. We

hope that in the course of time and with the goodwill of all concerned it will be realised that problems involving personal equations, which can be normally settled if proper communications are maintained, are not the real problems of the National Library; the real problem for all concerned is to improve its quality, competence and services. Each individual member of the staff, irrespective of his rank, will need to exercise restraint and to show willingness to accommodate other differing points of view in the larger interests of the institution.

CONCLUSION

163. It is not unnatural for us to be nostalgic about Nalanda, but the fact remains that our Libraries are still a pitiful phenomenon. Four libraries, at Calcutta, Delhi, Madras and Bombay, are entitled, under the law, to the delivery at their door of every book printed in India, but the behests of the law are quite often unheeded, lacunae in the legislation assisting the default. Of them, the National Library at Calcutta, the premier institution of its kind in the country, as its nomenclature indicates, collects the maximum number of such books. Even so, it has fairly gaping gaps and has, over the years, suffered such vicissitudes that, though by a long chalk the largest library in India, it compares so poorly with corresponding institutions in advanced countries that at least a few witnesses before the Reviewing Committee have been constrained to call it "a misnomer". Climatic conditions

and the lack of constant expert and loving care have caused the loss and decay of books in a manner which, though fortunately somewhat halted since 1948, is painful to contemplate. How rarely do we recall to ourselves Milton's unforgettable expostulation about good books being "the precious life-blood of a master spirit embalmed and treasured up on purpose to a life beyond life" ? The Reviewing Committee has sought in its work to highlight our national responsibility in maintaining, developing and putting to the best possible use the National Library. And, as in so many aspects of our country's present situation, India has to hurry and make good our lag in this sector or an advancing world will simply pass us by.

164. Our country is large and varied and rich. It is gratifying to envisage a chain of State Libraries, regional research libraries of virtually national status in at least three centres other than Calcutta, and capping all, the National Library, as at present situated but developed in conformity with India's requirements and aspirations. We are unaware of the source of reports appearing in a section of the press about the intention of Authority to remove the National Library from Calcutta. As far as we know, there is no such intention. No tenable reason for such removal has been put forward before us, even as a distant prospect. It is wiser to build on foundations already laid, and

Calcutta which was once the country's metropolis remains a vibrant city, symbolic of the growing pains of that resurgence which India is yearning for. It is in any case, with the National Library at Calcutta and its problems of development that the Reviewing Committee has been called upon to deal.

Sd/- H.N. Mukherjee

Sd/- V.K. Gokak

Sd/- S.K. Gupta

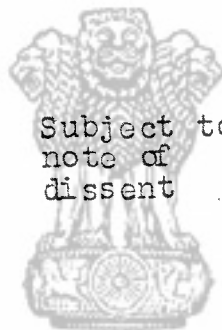
Sd/- B.S. Kesavan

Sd/- P. Gangulee

Sd/- D.R. Kalia
Member-Secretary

Subject to
note of
dissent

Sd/- V.S. Jha
Chairman



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CHAPTER - VIII

MAIN RECOMMENDATIONS

Chapter-II : The Concept of the Indian National Library

1. The following should be the basic features of the National Library, Calcutta:

- (i) Acquisition and conservation of all significant national production of printed material to the exclusion only of ephemera;
- (ii) Collection of printed material concerning the country, no matter where this is published, and, as a corollary, the acquisition of a photographic record of such material that is not available within the country;
- (iii) Acquisition and conservation of manuscripts of national importance;
- (iv) Planned acquisition of foreign material required by the country;
- (v) Rendering of bibliographical and documentation services of current and retrospective material, both general and specialised. (This implies the responsibility to produce current National Bibliography and retrospective bibliographies on various aspects of the country);
- (vi) Acting as a referral centre purveying full and accurate knowledge of all sources of bibliographical information and participation in international bibliographical activities;
- (vii) Provision of photo-copying and reprographic services, and
- viii) Acting as the centre for international book exchange and international loan.

(Para. 18)

2. The binding and preservation facilities should be further developed. This entire work should be placed under a unit leadership.

(para 27)

Chapter-III : Organisation and Administration

3. The existing wide gaps between the salary scales in the hierarchy should be narrowed down. (para. 34)

4. The policy of promotions and direct recruitment should be reviewed in such a manner that the National Library should have highly qualified staff, academically and professionally - nothing short of the best available.

(Para. 37)

5. The Advisory Council of the National Library should be replaced by a Governing Council. Eminent persons from the Universities, distinguished educationists, administrators of proved worth and academic bent of mind, scientists of repute and achievement should be the members of the Governing Council. The Council should be instituted by a resolution of the Government and not by a statute.

(para. 39)

6. A Director should be appointed who should also be the ex-officio Chairman of the Governing Council. His salary and status should be comparable with that of the Vice-Chancellor of a Central University. (Para. 41)

Chapter-IV : Technical Services of the Library

7. The book collection of the National Library should be surveyed in order to determine its strength and weakness. This survey should be carried out by scholars of standing and repute. (para. 46)

8. A Committee of scholars representative of subjects in the fields of humanities and social sciences

should be appointed to determine the lacunae in the book collection of the National Library and to plan out its future acquisition policy. (Para. 47)

9. Lacunae in the major gift collections such as the Asutosh Collection and the Vaiyapuri Pillai Collection should be indentified and filled in. The Asutosh Collection has a rich series of Law Reports and an attempt has been made to fill in the lacunae, but a policy decision should be taken as to whether the National Library should undertake the building up of a comprehensive law collection or whether it should be left to other libraries such as the Libraries of the Courts of Judicature. (Para. 48)

10. The Library should acquire comprehensive and landmark material in the fields of science and technology. (Para. 50)

11. A Committee of specialists should be appointed to advise on the policy that the National Library should follow in acquiring manuscripts. (Para. 51)

12. Collections in the Asian and African languages should systematically be built up. (para. 52)

13. A core collection in Russian, French and German languages should be built up. Emphasis should be on acquiring such material which would help interpret the cultural, economic and political conditions in U.S.S.R., France and Germany. (para. 53)

14. A provision should be made for the acquisition of material in different subjects and languages as per details given below:

- | | |
|--|--|
| i) Afro-Asian material | Rs. 5 lakhs (half of it to be spent on material in Chinese and Japanese languages and the other half on material in the African and Middle Eastern languages). |
| ii) Indian languages material published before 1954 | Rs. 5 lakhs |
| iii) European languages material excluding English language | Rs. 5 lakhs |
| iv) English language material including science and Technology | Rs. 10 lakhs |
| v) Maps, tapes, micro-records etc. | Rs. 5 lakhs |

(A sum of Rs. 30 lakhs should be spent during the next three years which would mean Rs.10 lakhs per annum, in addition to the annual general book grant which should be raised to Rs.10 lakhs). (Para. 54)

15. A Standing Committee of scholars should be constituted to advise on the acquisition of special materials available locally. This Committee should not select the actual titles to be purchased but should only indicate the categories of material to be acquired. The Acquisition Chief and his staff should be left free to acquire the material in the approved categories of subjects. (para. 55)

16. A Committee of senior scholars should be constituted with the Acquisition Chief as its Secretary and Rector of the Library as its Chairman to make a systematic survey of the existing reference collection. (Para 61)

17. To assist the Acquisition Division a unit consisting of an Assistant Librarian and four Technical Assistants should be set up in the Bibliography Division of a selection of material. (para. 62)

18. The Chief of the Acquisition Division should be equivalent to a Reader of a University in status, pay and emoluments. (para. 63)

19. The Gift and Exchange unit should be separated from the Acquisition Division and placed in charge of an Assistant Librarian. (para. 65)

20. A separate Serials Division should be established subordinate to the Acquisition Division. (Para. 69)

21. There should be separate independent units for Manuscripts, Indian official publications, foreign official publications including U.N. (Para. 72)

22. i) Officers should be appointed for the Language Divisions in Assamese, Kashmiri, Oriya, Punjabi and Sindhi

assisted by a suitable number of Technical Assistants.

ii) Suitable number of assistants having competence in the languages should be recruited for the Indian Language Divisions. (Para. 85)

23. The Library should acquire and service books

in all the Afro-Asian languages. When sufficient volume of work is accumulated in a language, a linguist should be engaged on contract basis. (para. 88)

24. Experts should be employed to catalogue the manuscripts in Sanskrit, Tibetan and modern Indian languages. (Para. 89)

25. The Chief of the Cataloguing Division should be in the salary scale of a Reader in a University who should be assisted by Assistant Librarians each to be in charge of different Sections such as monographs, Indian official publications, foreign documents etc.

(paras. 92 & 93)

26. The Indian National Bibliography should be published by the National Library as one of its very basic functions.

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27. Whether the Roman script should be sacrificed for bringing out the Indian National Bibliography in the regional scripts, confining itself to the publications using that script, and whether these sections should be published in several State Central Libraries should be considered by a Committee of Librarians, scholars and language specialists. (para. 106)

28. The present practice of entrusting the work of Bibliography of Indology to scholars should be discontinued and instead, full-time staff of specialists

should be engaged for each of the projects for the compilation of bibliography. (Para. 108)

29. The Chief of the Bibliography Division should be of the status and scholarly qualifications of a University Reader, who should be assisted by two junior officers in Lecturer's grade. (Para. 112)

30. The Indian National Bibliography Unit should be placed in charge of a senior professional librarian in the present grade of a Deputy Librarian. (Para. 112)

CHAPTER- V : THE REFERENCE DIVISION

31. The Head of the Reference Division should be placed in a Reader's grade. The present system of drafting Assistant Librarians on part-time basis in the Reading Rooms should be discontinued and instead, two full-time Assistant Librarians should be appointed for the purpose. (Para. 119)

32. A separate set-up should be created to look after the processing of the printed catalogue. (Para. 126)

33. The staff in the Cataloguing Division should immediately be doubled and senior cataloguers in the Lecturer's grade should be appointed (para. 127)

Chapter-VI : Readers' Services

34. The Lending Section of the Library be closed down and inter-library loan be discouraged. Closing

down of the Lending Section should be phased out and completed within three years. (Para. 132)

35. The working hours of the Reading Rooms should be extended and be fixed from 9 a.m. to 9 p.m. (instead of 9 a.m. to 8 p.m. as at present) on all days including Sundays and holidays. (para. 138)

36. The Newspaper Reading Room located at present at the Esplanade East should be shifted to the National Library campus at Belvedere where a special building with an area of 10,000 sq.ft. should be constructed for the purpose. (Para. 140)

37. A special staff of 12 Technical Assistants, 4 full-time Typists and 4 Dusting Bearers under the charge of an Assistant Librarian should be appointed to undertake stock verification. For a period of two years a senior officer should be borrowed from a large academic or a Government Library on contract basis. He should be independent of the Librarian of the National Library. (Para. 144)

38. Xerox machines should be installed at the Library to provide instantaneous photo-copying facilities for the readers. (para. 145)

39. An Exhibition Officer in the scale of an Assistant Librarian and a layout artist in the grade of Rs. 370-475 should be recruited for the Exhibition Division.

(para. 146)

40. Scholars should be invited to deliver extension lectures at the National Library. (Para. 147)

41. The Reading Rooms should be air-conditioned.
(Para. 148)

42. Additional rooms should be built to accommodate scholars visiting the Library for research studies. Only a nominal rent not exceeding Rs.2/- per day should be charged per scholar (Para. 148 & 149)

43. The Children's Library should continue to function. (Para 150)

Chapter-VII : Personnel and Staff Relations

44. A Committee consisting of one person with high judicial and administrative experience should be appointed immediately to enquire into the strained relations among the members of the staff, including those at the top level, which seriously effect the working of the National Library. In view of the urgency of the problem the Committee should be asked to submit its report and recommendations within a month if possible.

SECRET - II

ASSENT BY SH
BER-SECRETARY

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PART - II

MINUTE OF DISSENT BY SHRI D.R.KALIA.

MEMBER-SECRETARY

It is ^amatter of great regret that I am constrained to submit this minute of dissent against the whole Report. I have appended my signature to the Report merely in token of my having participated in the Committee's proceedings.

The reasons for my writing the minute of dissent

1. The terms of reference of the Reviewing Committee as notified by the Government of India, were "to review the working of the National Library, Calcutta, and to suggest measures for its efficient functioning and future development."

2. Prof. Sher Singh, the then Union Minister of State for Education, met the Reviewing Committee in Calcutta on 11th September, 1968. In order to make sure about the terms of reference of the Committee, the Chairman sought clarification from the Minister as to the manner in which the Committee should deal with the complaints received from the individual members of the staff and the National Library Employees' Association. The Union Minister of State then said "that the Committee was not an appellate body and that the individual members of the Library staff could always seek redress of their grievances through proper channel, under the rules. As regards the Memorandum of the National Library Employees' Association, the Committee is perhaps, not in a position to review each and every administrative decision taken in the past, but if the Association has any suggestions to make for the future development of the Library, those should be given due consideration by the Committee."

3. The terms of reference of the Committee as officially notified and the clarification given by the then Union Minister of State for Education, show that the Committee was only a Reviewing Committee. It was not supposed to be an appellate body or an enquiry committee and as such it should not have enquired into the work and conduct of any of the officers of the National Library.

4. If an enquiry was intended to be held against any officer of the National Library, the Government of India would have authorised the Committee to do so under the provisions of the Central Civil Services (Classification, Control and Appeal) Rules, 1965 and the officers concerned would have also been informed accordingly. Since the intention of the Government of India in appointing the Reviewing Committee was not to hold an enquiry into the work and conduct of any of the officers of the National Library, no such powers were vested in the Committee.

5. The fact that I was appointed as Member-Secretary of the Reviewing Committee by the Government of India indicated that it was not the intention of the Government of India to hold an enquiry against me.

6. The notification of the Government of India appointing the Committee was issued on 14th of May, 1968. The decision to appoint the Committee must have been taken a few months earlier and by that time I had worked only for about three months as Librarian of the National Library. It can, therefore, be inferred that the intention of the Government of India in appointing the Committee was not to hold an enquiry against me.

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7. Even if it is granted for the sake of argument that the Committee could concern itself with the work and conduct of the officers of the Library including its Chief Librarians, an examination of the proceedings of the Committee would show that the Committee while holding enquiry into the work and conduct of certain officers acted in a prejudicial and partial manner and that it did not follow the principles of natural justice. The Committee did not care to ask the persons making allegations to substantiate them, nor the officers against whom such allegations were made were given any reasonable opportunity to defend themselves.

8. The following facts would prove that the Committee was prejudiced against Shri Mulay and myself and was inclined to favour Shri Kesavan and my senior Deputy, Shri C.R.Banerji.

(i) In order to build up evidence against Shri Mulay and myself, the senior Deputy Librarian of the National Library, Shri C.R.Banerji, was called in by the Committee and he was asked loaded questions. Whereas Shri Banerji was never asked to substantiate the allegations made by him, those have been referred to in Chapter-VII of the Report. In order to indicate how the evidence was built up by the Committee against Shri Mulay myself, I would like to quote extracts from the evidence given by Shri Banerji before the Committee on 28th November, 1968. The relevant extracts are given in Enclosure-I.

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(ii) The Committee by allowing Shri Banerji, my Deputy to malign me at my face has undermined the discipline of the Institution about the maintenance of which the Committee has talked so eloquently in Chapter VII of its Report.

(iii) In order to make out a case that the relations between my Deputy, Shri C.R.Banerji and myself were strained, a member of the Committee brought certain matters up before the Reviewing Committee though they were not on the Agenda of the meeting. The relevant extracts from the proceedings of the meeting of the Reviewing Committee held on 28th December, 1968, are given in Enclosure-II.

(iv) On the basis of the statements made by the member and the unsubstantiated allegations made by Shri Banerji in his evidence (See enclosure-I), the Committee jumped to the conclusion that the relations between two of us were not happy and decided to recommend that an enquiry be held into the matter.

(v) A representation was made by the National Library Employees' Association to the Government of India through the Librarian, National Library, Calcutta, in November, 1968, protesting against certain executive orders issued by the Librarian. The Association had not endorsed a copy of the representation to the Committee. However, a member of the Committee privately obtained a copy of the representation and brought the matter up before the Committee to build up evidence against me, and later a reference was made to it in the Report with a set purpose.

(vi) The Committee had asked the National Library

Employees' Association to submit a memorandum on the working of the National Library and to make suggestions for its future development. The Association submitted a memorandum in which certain allegations were made against Shri Kesavan, Shri Mulay and myself. While the Committee totally ignored the allegations made in the said memorandum against Shri Kesavan, reference has been given in the Report to the allegations made against Shri Mulay and myself to justify a further probe into these allegations.

(vii) A complaint was received by the Chairman of the Reviewing Committee against Shri Kesavan bearing on his integrity, work and conduct as Librarian of the National Library(1948-1963), from an eminent person of Calcutta. When this matter was reported to the Committee by the Chairman on 23rd December, 1968, the Committee took the following decision :

"The Chairman reported that he has received a letter from Shri of Calcutta making certain allegations against Shri B.S.Kesavan. The letter was not placed before the Committee. Since the Reviewing Committee was not competent to enquire into the work and conduct of an officer of the National Library, it was decided not to place Shri's letter on record."

It is rather strange that while the Committee refused to take any notice of the complaint made against Shri Kesavan, because it did not consider itself competent to enquire into the work and conduct of an officer of the National Library, in the case of Shri Mulay and myself the complaints were freely entertained, in as much as attempts were made to build up evidence against us by putting loaded questions to Shri C.R. Banerji.

In the case of Shri Mulay the Committee even went to the extent of issuing a questionnaire to him, though he had retired from service, calling for his explanation on several matters pertaining to his work and conduct as Head of the National Library. This questionnaire was based primarily on the unsubstantiated allegations made against him by Shri C.R. Banerji, and the National Library Employees' Association in its memorandum to the Committee.

(viii) On the 10th September, 1968, the Reviewing Committee met the members of the National Library Council whose function is to advise the Government of India on the proper functioning of the National Library. The members of the Council highly commended the work of reorganisation done by me. The members of the Council said as follows:

"Shri appreciated the idea of reporting to the Council the progress made in the reorganisation of the National Library and the Central Reference Library during the period 30th November, 1967 to 31st August, 1968. He said that it was for the first time that such a report had been made to the Council giving an insight into the working of the Library. He commended the improvements made by the new Librarian in the organisation of the Library as revealed in the Progress Report. He further said that he had spent about two hours in the morning going round the various Sections of the Library and ... was impressed with the re-organisation effected by the new Librarian."

x x x x

"Shri ... agreed with Shri ... that the submission of the Progress Report to the Co-uncil was very helpful and admired the improvements recently made by the new Librarian in the working of the Library as a result of the re-organisation. He particularly mentioned the placing of the I.N.B. staff side by side with the language personnel of the National Library. This, according to him, was functionally very sound. He was also appreciative of the work study made by the new Librarian and he desired such studies being conducted at regular intervals for better utilisation of the staff resources."

While the Committee highlighted in Chapter VII of its Report the unsubstantiated allegations made against me by Shri C.R.Banerji, my Deputy and the National Library Employees' Association, it deliberately suppressed the opinion expressed by the members of the Library Council with regard to the work of reorganisation done by me.

(ix) The Committee in Chapter VII of its Report has tried to plead the case of Shri Banerji which sound like a judgement delivered by an appellate body in favour of an accused. The Committee went to the extent of issuing a testimonial to Shri C.R.Banerji by saying "He(Shri C.R. Banerji) is held in high esteem by a wide circle of friends and scholars for his scholarship and knowledge of books". (para.159)

9. A question may arise why did the Committee act in such a prejudicial manner and why did it confine its inquiry to the work and conduct of Shri Mulay and myself, and how is it that the Committee took it for granted that the work and conduct of Shri Kesavan was above reproach?

10. The answers to these questions would be found in the statement made by Shri Kesavan himself before the Committee on 23rd December, 1968, in one of his draft reports, saying

"The period after 1963 up to the present date has been one of some difficulty for the Library. A sort of a general malaise seems to have crept in to the working atmosphere. The tempo of development initiated during twelve or thirteen years starting from 1948 could not be

kept up. A sensing of all this by the Government of India resulted in the appointment of the Reviewing Committee, directing it to examine the whole position and to recommend to authority what steps should be taken to stem the rot and further improve the tempo of development."

It may be noted that Shri Kesavan was the Librarian of the National Library from April, 1948 to January, 1963 and was succeeded by Shri V.M. Mulay, from whom I took over the charge in November, 1967.

11. It is not known whether Shri Kesavan made the above statement on behalf of the Government of India in his capacity as Library Adviser or as a member of the Committee. Nevertheless, his statement did prejudice the minds of the Committee against Shri Mulay and myself.

12. In the course of the investigation and drafting of the Report certain statements made by the members of the Committee and by certain other persons, are likely to be interpreted as defamatory. If any of the persons affected chooses to file a suit of defamation against the Committee, I would certainly not like to be one of the defendants.

13. Contrary to the established practice, the Committee did not ask me to draft the Report though I was the Member-Secretary of the Committee. The Report has been drafted by Shri Kesavan and Shri C.R. Banerji, my Deputy. The draft report prepared by me at the personal request of the Chairman, when placed before the Committee, was not even taken notice of.

14. The recommendations of the Committee, to my mind, are not in the best interests of the National Library.

15. Certain conclusions arrived at and the recommendations made in the Report are based on insufficient evidence and unsubstantiated allegations.

16. Vital decisions of the Committee such as the merger of the Central Reference Library with the National Library and the new scales of salary for the professional staff were dropped at the time of drafting the Report for no apparent reason. The Committee should have reviewed its previous decisions if these were not to be included in the Report.

In the subsequent pages I have given the reasons for my not agreeing to certain recommendations of the Committee but it does ~~not~~ mean that I accept the recommendations on which I have not recorded my note of dissent. Also I have pointed out some of the real problems of the Library which the Committee has overlooked.

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COMMENTS ON THE RECOMMENDATIONS MADE BY THE COMMITTEE

Concept of the National Library

In this chapter the Committee has~~not~~ gone beyond listing the functions which the Library has largely been performing all these years. I personally feel that its present functions need to be enlarged; for example, it should be entrusted with the responsibility of advising the Government of India and others seeking advice on library matters. Assigning the Advisory functions to an institution would, perhaps, be advisable rather than appointing an individual as an Adviser for the purpose, so that expertise in various fields available in the institution could be made use of.

The Library should also provide leadership to the country in the planning and development of library services; provide facilities for training in advanced and specialised techniques to qualified librarians, such as preservation of reading materials, bibliographical techniques; initiate co-operative activities among the nation's libraries in the acquisition and processing of materials and in the printing and distribution of printed catalogue cards on the lines of the Library of Congress; undertake and promote research in library matters and establish national standards for library services; publish newsletters and journals for making the resources and the services of the library widely known; and take up an extensive programme of publishing works of reference and bibliographical value; compile a Union Catalogue of serials (holdings of back volumes of periodicals etc.) in humanities

and social sciences; and compile a Union Catalogue of research materials on Indiana available in India and abroad.

Organisation and Administration

It is recommended by the Committee that the National Library which is now a Department of the Government of India under the Ministry of Education and Youth Services, should henceforth be handed over to an autonomous body. The primary reasons given in support of the transfer of its administration to an autonomous body are that the members of the Advisory Council feel that they serve no useful purpose and that they have really no control on the working of the library. For example, they have no say in the preparation of the budget and in the formulation of policy for development. Moreover, the meeting of this Council once a year is far too infrequent.

All these arguments have been advanced in the name of the members of the National Library Council who tendered evidence before the Reviewing Committee. It is true that the members of the Library Council were critical of the working of the Library Council, but none of them at any stage suggested that the administration of the Library should be handed over to an autonomous body. The evidence as recorded in the minutes reads as follows :

Shri Ram Lal Parikh, member of the Council, said inver alia in his evidence that "it was necessary for the Library Council to perform some executive functions as well. He did not mean thereby that the Library should be administered by an autonomous body. He said that he was not in favour of the Government handing over the administration

of the Library to an autonomous body because by doing so, the Government would divest itself of its responsibilities. It is, therefore, wrong to base this recommendation on the evidence tendered by the members of the Library Council.

Even otherwise, I see no reason why the administration of the Library should be handed over to an autonomous body. The Committee itself has eloquently described in Chapter-I of this report the phenomenal growth of the Library since Independence. All this growth took place under the present dispensation. If that is so, the Library can certainly continue to grow under its present administrative set-up. There is nothing on record to show that the development of the Library since Independence has been inhibited by its present administrative set-up.

In support of my argument I may quote the following figures to show the rapid expansion that has taken place in the National Library since Independence under the direct administrative control of the Government of India.

	<u>1947-48</u>	<u>1968-69</u>
Budget	Rs. 1,47,300	33,21,400
No. of staff	76	529
Book stock	3,00,000 (approx.)	13,37,161 (approx.)
No. of books added during the year	6,557	40,596 (including (maps, manuscripts
No. of borrowers	3,519	17,908
No. of books lent out	9,808	73,729
No. of readers	8,590	2,83,813

.....

I have no particular preference either for an autonomous organisation or for a Government Department. Each has its advantages and disadvantages. Either of them can work well in a situation. But whatever the system may be, so long it works well, it should not be disturbed.

As regards the functioning of the National Library Council, I entirely agree with the members of the Council that it should be taken into full confidence by the Minister and that the Council should be given full opportunity to discuss the Library's budget and plans for its development before they are submitted to the Ministry for consideration. This can, however, be done within the present frame-work of the Council.

One of the members of the Library Council in course of the evidence given by him had said : "The present administrative arrangement was considered to be satisfactory except that the membership of the Advisory Council should be broad-based and that all State Governments should be represented on it." Here again I agree with the members of the Council. The Council should be reconstituted so as to make it more representative of the various interests, and also it should meet more frequently than at present.

Appointment of Director

The Committee has recommended the appointment of a Director over and above the Librarian. According to the Committee, "The Director should be selected from amongst distinguished scholars with administrative competence" It further says that "Professional Librarians who have reached outstanding status and who command respect in the academic world, should also be eligible for appointment to the post."

.....

The first preference of the Committee is clearly for a scholar to be the Head of the National Library. I entirely disagree with the Committee in the matter. I personally feel that the Head of a National Library should be an eminent professional librarian and not a scholar, howsoever eminent he might be. The library profession has so much advanced during the last three quarters of a century, that I have not to argue to-day in favour of the appointment of a professional librarian as Head of a Library.

It would perhaps be relevant to point out that while the University Grants Commission of India has since long dispensed with the archaic system of placing an academican as in charge of a University or a College library over the professional librarian, the Committee is trying to enshrine this relic in the premier library of the country.

Technical, Reference & Readers' Services

These chapters are replete with contradictions as revealed by the following recommendations made in the report which pertain to the operation of the Delivery of Books Act. Under the Act the publishers are required to deposit their publications with the National Library free of charge, but only a part of the total output of the country is being deposited with the library by the publishers at present because of the non-enforcement of the punitive clauses of the Act. As a remedy to the problem the report says:-

.....

- (a) Energetic measures must be taken to enable the Library to collect the books in various localities through recognised centres. (para.104)
- (b) The suggestion that we collect the books in the various regional centres is fraught with great difficulty and this will make matters much worse. When once the publisher expects that somebody locally will collect material from him, he will not move a little finger in sending the material himself. Also how many centres can we possibly establish like this? The expenditure involved would be quite forbidding and not warranted by results. It is almost as cheap to follow the practice of the Library of Congress Office in India, and buy the books to provide the base for the National Bibliography. (para.66)
- (c) Government should seriously consider whether it would not be worthwhile to link the concept of legal deposit with copyright as is being done in various countries. (para.104)

The above recommendations are self-contradictory in character.

While in paras. 79 and 127 of the report it is recommended that the Cataloguing Division should employ such persons who can function independently without any supervision by a senior cataloguer, in para. 94 thereof it is stated that there "should be at least one supervisor for each group of four or five cataloguers. Without such supervisory staff the output, both in quantity and quality, is bound to suffer."

The Cataloguing of books has been discussed not only in Chapter IV dealing with "Technical Services" but also in Chapter V dealing with "Reference Division" though Cataloguing has nothing to do with Reference Division as such. The person who dealt with Cataloguing under Reference Division, did not perhaps know that the subject had already been discussed under "Technical Services" by another person.

.....

The contradictions were, perhaps, inevitable because of the fact that these chapters were drafted by Shri Kesavan and Shri Banerji, and no attempt was made by the Committee to co-ordinate the different points of view.

In the chapters on "Technical Services" i.e. chapters IV, V, VI, the distribution of internal work has ~~been~~ defined in an elaborate fashion, and if the recommendations are accepted, however sound they may appear to be to-day, no scope would be left for the Head of the Institution to make any changes at a later stage, if considered necessary. It was, therefore, not advisable for the Committee to discuss the internal work of the Library too rigidly and prescribe the techniques and procedures of work to be followed, as has been done in the Report. It should be left open to the Head of the Institution to decide on these issues for the proper functioning of the Library.

The Committee itself has recognised the need for according freedom of action to the Head of the Institution in such matters. In para.152 of the report the Committee says: "No administration can afford to be static and no solution lasts for all times. It should be the constant concern of the head of the Library to watch the big machine at work; to attend to it wherever it squeaks, and to remove bottlenecks and other handicaps which cause delays and difficulties." I am, therefore, opposed to the idea of the Committee's defining the internal work and procedures of the Library as done in this case.

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Personnel and Staff Relations

The Committee, in para.154 of the report, has tried to make out that the staff relations during Shri Kesavan's time were ideal and in support of this contention, the Committee has referred to a statement made in his book India's National Library.

The Committee says that "the evidence produced before us leaves us with the impression that there has since **been** deterioration in the relationship between the members of the staff". (The word "since" here means the relinquishing of the charge of the Library by Shri Kesavan in January, 1963).

The Committee would not have made this arbitrary statement had it taken into consideration what the National Library Employees' Association had said about Shri Kesavan in their memorandum submitted to the Committee.

The Association said about the work and conduct of Shri Kesavan : "For more than 10 years there was practically no quasi-permanency and permanency of the working personnel in National Library, Calcutta. Services of lower grade employees used to be terminated ... every now and then for which a sense of insecurity in service was occupied ... the minds of ... employees Humiliation of working staff was most frequent ... playing of double role by the then Librarian ... In the National Library, because of the Recruitment Rules, there is a continued discontent among the members of the staff."

.....

It is evident from the above statements made by the Association in their memorandum that the present discontent among the staff is nothing but a legacy of the past caused by the mishandling and ill-treatment of the staff by Shri Kesavan during his tenure of 15 years' service (1948 to 1963) as Head of the National Library. The Reviewing Committee has totally ignored this fact and on the other hand, has tried to put the blame on his successors, Shri Mulay and myself.

Curiously enough, while recommending an enquiry into the staff relations the Committee has taken care to see that Shri Kesavan is kept out of its purview and has categorically stated that the enquiry should be made into the staff relations during the post-Kesavan period only.

The Committee in this chapter has also tried to hold a brief for Shri C.R. Banerji, my Deputy Librarian. In para.161 the Committee has recommended that an enquiry be held by an impartial one-man Committee with high administrative and judicial experience into the staff relations including relations at the top level. I have never heard of such a Committee. Under the rules a public servant can always seek redress of his grievances by making a representation to the appropriate authorities as pointed out by the then Union Minister of State, Prof. Sher Singh, in his statement made before the Reviewing Committee on 11th September, 1968. If Shri C.R. Banerji or any other member of the staff is aggrieved, there is nothing to prevent him from making a representation to the appropriate authorities.

.....

In fact, Shri Banerji did do so in one case during Shri Mulay's time and the Ministry's decision went in his favour. By asking for an inquiry into the staff relations the Committee has expressed indirectly lack of faith in the Government's ability to redress the grievances of the subordinate staff against their superiors. The opportunities for seeking such redress are amply provided for in the Central Civil Services (Classification, Control and Appeal) Rules. As such, it was unnecessary for the Committee to go out of the way to recommend the appointment of a special enquiry committee for such administrative matters. The appointment of such a Committee will I am afraid, also set an unhealthy and embarrassing precedent for the Government.

I further feel that the way in which certain members of the Committee conducted themselves during its deliberations has tended to promote dissatisfaction and factionalism amongst the members of the staff. The appointment of an enquiry committee to go into the staff relations is bound to exacerbate the situation.

I, therefore, disassociate myself from this recommendation of the Committee.

IMPORTANT MATTERS OVERLOOKED BY THE COMMITTEE

It is unfortunate that the Committee has overlooked the real problems of the National Library. These problems are:

(a) Reproduction facilities

I would say that problem No. I of the National Library to-day is the lack of off-sett reproduction facilities. The Library has, in the past, compiled hundreds of bibliographies which could be made available to the research scholars all over the country if the Library had off-set reproduction facilities of its own. Several volumes of manuscripts of the printed catalogues have been lying with the Government Press for years and there seems to be no hope of their ever being printed. Printing of the monthly issues of the Indian National Bibliography is about two years behind the schedule, and the annual cumulative volume has not been printed since 1963. The Library cannot serve properly the out-station scholars unless it makes its resources known to them through current and retrospective bibliographies and printed catalogues. The Library has already installed its own microfilming and photostating equipment, and with an additional expenditure of only about Rs. 1½ lakh of which foreign exchange component will be only about Rs. 80,000.00, the Library can have an off-set reproduction unit of its own. I am sure if the Library brings out all its publications regularly and in time, they can largely become self-supporting.

The Committee contented itself with criticizing the delay in bringing out Library publications in time, but did not care to offer any solution to the problems involved in the delay.

(b) Additional need for accommodation

Whatever accommodation is available with the Library is either being used or is going to be used fully within the next two years or so. After that it will not be possible to provide accommodation for any additional staff or books. It is, therefore, absolutely necessary to initiate action on constructing another annexe to meet the Library's future needs of expansion. If the proposal of the Committee to increase the book budget grant from 3 lakhs to Rs. 20 lakhs per year is accepted, the volume of annual acquisition will go up seven times more. The increase in book budget is inextricably linked with the provision of additional accommodation. The Committee has, of course, discussed about construction of a special Reading Room and Stack Room for newspapers and periodicals, covering about 10 thousand sq.ft. but this will meet only an insignificant part of the total requirements for additional accommodation.

(c) Salary structure of the staff

The salary structure of the staff of the National Library is so poor that it is impossible to attract persons with language and technical competence from all parts of the country. Posts in the Language Divisions have been lying vacant for years. Recently, the Library advertised certain jobs all over the country, but no suitable person could be found, because the salary scales

of the personnel working in University Libraries to-day happen to be far superior to those of the National Library.

Unless the salary scales of the staff are revised, suitable persons with language and technical competence will not be available. The Committee has, no doubt, recommended the appointment of scholars on ad hoc basis to assist the Language Divisions in the selection and servicing of material, but these scholars are not going to do the technical jobs.

The Reviewing Committee in its meeting of 30th November, 1968, resolved as follows, with regard to the salary structure:

"3) The salary structure at the middle level should be as follows:

Rs. 210-530	Library Assistant (I)
Rs. 325-575	Library Assistant (II)
Rs. 400-950	Librarian/Subject Specialist
Rs. 700-1250	-do-
Rs. 1100-1600	-do-

All the posts will be by direct recruitment.

4) The posts at the junior level should be categorised as one i.e. Library Attendant and the number of the various categories should be minimised."

It is unfortunate that while drafting the Report this decision of the Committee was quietly dropped for

no apparent reason.

Unless the salary scales of the professional staff are brought at par with those of the University Libraries and other research organisations it would not be possible to employ in the Library the best professional talent available in the country.

There are several categories of employees such as Junior Reference Assistant, Binders, Menders, Gold Finishers and others who have been demanding better salary scales, but nothing could be done to bring them at par with the analogous posts in the Government Departments because of the ban imposed by the Government of India on the revision of the salary scales. The salary structure of these categories of employees also needs to be examined sympathetically.

Irrespective of the revision of the salary scales there is an immediate need for reviewing the Recruitment Rules of various categories of posts.

(d) Book Acquisition Policy

As regards the book acquisition policy of the Library, I personally feel that the National Library should concentrate all its resources during the next decade or so in acquiring every publication of research and information value so far published in the country and also the material on India published abroad in any foreign language. My estimate is that the National Library does not possess to-day more than 40% of all such publications. While I agree with the

Committee that the Library should ultimately develop its collections in all languages of the world, I do not agree to its recommendations that it should be done simultaneously. I feel that when the country's resources are limited first things must come first. The Library must pay its undivided attention to the job of acquiring in original or in micro-form the Indian language collections and the Indian in all languages of the world. This in itself is an enormous task and it would not permit diversion of resources and energy to building up collections in the foreign languages. The National Libraries which tried to build up monolithic collections in all languages of the world get into serious trouble, because soon the whole operation became unmanageable. This does not, however, mean that the new acquisition programme will debar the entry of core material in humanities and social sciences in foreign languages including English which is necessary for a research scholar to interpret the Indian conditions in relation to the experience of other countries. Such material will continue to come into the Library but in a more selective manner.

The recommendation of the Committee that the Library should spend Rs. 20 lakhs per year against Rs. 3 to 4 lakhs being spent at present, to my mind, is totally unrealistic. The Library may not get all this amount in view of the other pressing demands on the nation's resources and even if it

does, the whole operation of spending this enormous amount on so many languages and subjects would become unwieldy and it would divert the attention of the senior Library staff from their essential task of building up the Indian language collections and Indian literature in foreign languages. The host of committees that the Reviewing Committee has suggested for the selection of titles would in itself occupy most of their time in dealing with those committees.

The Committee seems to have overlooked the fact that the book budget of Rs. 20 lakhs per year would involve another expenditure of Rs. 20 lakhs by way of staff salaries, stationery, equipment and shelving space. To-day, the cost of acquiring, processing and storing of a book is almost equal to the cost of the book. I have my serious doubts whether the National Library would be able to muster an additional sum of Rs. 40 lakhs for acquisition, processing and storing of books alone, over and above its present budget of about Rs. 35 lakhs. If the additional demands which are equally pressing are added to the annual budget, it is likely to exceed Rs. 1.5 crore per annum. It would be unrealistic to expect such a liberal provision.

It may further be pointed out in this connection that the acquisition of out-of-print Indian publications would involve extensive travelling on the part of the library staff for identifying and acquiring or microfilming them. The expenditure on travel should not be grudged. The present

restrictions on travel should be relaxed in favour of the National Library staff going out on such tours.

(e) Regional National Libraries

With the increased emphasis being placed on the development of the Indian languages as media of higher education including technical education and for use as official languages, it is going to be well-nigh impossible to serve all the linguistic regions of the country from one place. Action on establishing Regional National Libraries specialising in Indian language collections and Indian in English and other languages must be initiated without any further delay; otherwise, it would be too late to establish them. The Regional National Libraries must be administered as branches of the National Library, Calcutta, under the administrative control of the Government of India.

(f) Delivery of Books Act

The operation of the Delivery of Books Act has proved a bottleneck in acquiring Indian publications. Since the enforcement of the Act in 1954, the National Library has missed more than half of the total output and a large part of the worthwhile publications and the receipts under this Act have been falling very sharply. Because of the Act, the Library cannot purchase Indian publications as soon as they are published, and in case a publisher fails to deposit the book in time, it soon goes out of print and the Library is not in

position to buy it later even if funds are available. Microfilming of such material is not only expensive but cumbersome to reproduce and use.

The Government of India should review the present position immediately as far as the punitive clauses of the Act are concerned. If it is found that there are constitutional hurdles in the way of enforcing the punitive clauses, the Act should be repealed forthwith so that the National Library could buy the Indian publications from the market. The total annual expenditure on the purchase of such material is not likely to exceed Rs. 2,50,000.00, which the nation can well afford to spend. If the Act continues to operate in the ineffective manner as at present, the amount of money that the National Library would be required to spend on acquiring or microfilming of publications which have been missed, will be far more than Rs. 2,50,000.00 per annum.

We must not overlook the fact that about Rs. 2 lakhs or annum are being spent by the National Library to-day by way of staff salaries alone in acquiring and cataloguing of the material received under the Act, a good percentage of which is of doubtful utility. The amount of postage spent in acknowledging the receipt of publications by registered post which the Act makes it incumbent on the Library, runs into thousands of rupees. If the material were purchased, the Library would buy only the material which is of research and information value and this would considerably reduce the

expenditure being incurred on acquiring, processing and storing material of doubtful utility.

During the last fifteen years the Library has received over two million issues of Indian periodicals and those have been lying in heaps in the absence of any policy with regard to their disposal. The Committee has recommended that all these material should be microfilmed or bound. It is estimated that about 2/3rd if not more of eleven thousand periodical publications being received by the Library under the Act are not of any research or information value. The cost of microfilming and binding millions of issues will be prohibitive and no National Library in the world can afford to do so. If the Library is given the choice to buy material instead of acquiring everything under the Act, the total acquisition of periodical material may not be more than 1/4th or less of what is being received to-day and this will reduce considerably the cost of handling, binding or microfilming it.

It is, therefore, not a judicious policy to let the Act continue to operate as at present. An early decision on the matter whatever it is, is most peremptory. It has been long overdue.

(g) Central Reference Library

The terms of reference of the Committee did not include the reviewing of the functioning of the Central Reference Library which is a separate institution but is located in the premises of the National Library, Calcutta. The Central Reference

Library is also under the charge of the Librarian, National Library. It was located in the National Library in 1955, in the hope that it would be transferred to Delhi as soon as necessary accommodation was made available there. No decision has yet been taken in the matter with the result that a stalemate has ensued. The division of functions between these two libraries is not clearly demarcated. The Reviewing Committee has now recommended that the compilation and publication of the Indian National Bibliography, the only function being discharged by the Central Reference Library, should henceforth be done by the National Library. Acceptance of this recommendation of the Committee would render the entire staff of the Central Reference Library surplus. But the Committee did not bother themselves to go into the implications of the recommendation.

It is curious to note that while the Reviewing Committee in its meeting of 30th November, 1968 decided in favour of the merger of the Central Reference Library with the National Library, in its final Report the recommendation was quietly dropped.

The problem of finding suitable accommodation in New Delhi for the Central Reference Library can, for the time being, be got over by locating it in the new building of the Central Secretariat Library at Shastri Bhavan. If need be a separate wing can be added to it. As an alternative, an extra floor or two can be added to the new buildings that the Delhi Public Library is putting up in New Delhi.

I personally feel that the Central Reference Library should be shifted to Delhi immediately, to serve as a nucleus of the proposed Regional National Library.

CONCLUSION

There are several other matters to which I could draw the attention of the Government of India, but I do not want to make my minute of dissent unduly lengthy. I only wish the Committee had given me an opportunity to make some effective contribution to its final Report. Unfortunately, it had not to be.

In conclusion I would like to say that Chapter I of the Report is nothing but repetition ^{-of} / what is contained in Shri Kesavan's book "India's National Library". Chapter II is nothing but listing of the functions which the National Library has largely been performing. Chapter III i.e. "Organisation and Administration" makes two vital recommendations, namely, that the administration of the Library be transferred to an autonomous body and that a Director be imposed over the Librarian without assigning sufficient reasons therefor. Chapters IV, V & VI dealing with Technical, Reference and Readers' Services, are replete with contradictions and have defined the internal work of the Library too rigidly which was not called for. Chapter VII "Personnel and Staff Relations" is nothing but a commentary on the personal grievances of my Deputy, Shri C.R. Banerji.

I only wish the Committee, instead of wasting

its valuable time in listening to the individual complaints of the members of the staff, which it was not supposed to do, could do something worthwhile and had gone into the real problems and needs of the Library.

Sd/- D.R. Kalia
Member-Secretary
National Library Reviewing Committee.

Dated, Calcutta,
the 14th July, 1968.



ENCLOSURE TO THE MINUTE OF DISSENT BY
SHRI D.R. KALIA, MEMBER-SECRETARY

(EVIDENCE GIVEN BY SHRI C.R. BANERJI, DEPUTY LIBRARIAN-I)
EXTRACTS FROM THE PROCEEDINGS OF THE SIXTH SESSION (FIFTH
MEETING - PART II AND SIXTH MEETING) OF THE REVIEWING COM-
MITTEE HELD ON THE 28TH NOVEMBER, 1968 BETWEEN 11-30 A.M.
AND 5 P.M.

Q. Have you experienced any difficulty in the discharge of your official duties ?

Ans. Yes ! When I was promoted as Deputy Librarian in September, 1963, I superseded a few officers who were senior to me in service namely, Sarvashri D.L. Banerjee, Benoy Sen Gupta, A.K. Roy and A.B. Sen Gupta and there was some heart-burning. Some of them went in a delegation to Prof. Humayun Kabir and anonymous letters were sent against me to CBI.

Q. According to you, the relations between you and Shri Mulay, over a certain period, were strained and that you did not enjoy his confidence which you should have as his Deputy and that no authority was delegated to you by the Librarian.

Q. Did this stand in the way of discharging your duties?

Ans. If head of the office does not trust his Deputy, difficulties would arise. For example, in the allotment of quarters I was never consulted. When I drew his attention to any alleged wrong allotment, the Librarian would get annoyed with me.

Q. Have the services of the Library deteriorated since Shri Kesavan's departure ?

Ans. I am afraid, it is not the same. It has gone down because after Shri Kesavan left there were no contact with the staff and close supervision of their work.

Q. You are responsible for a part of the work as Deputy Librarian. Has your work deteriorated ?

Ans. Yes; to some extent. I did not know during Shri Mulay's time what was happening in the Library. Though I was the next to the Librarian in command

I was not trusted as I ought to have been.

Q. Formerly, between the top and the middle and the subordinate levels there was some kind of confidence which was lacking later.

Ans. Even now, Sir. For example, Shri Nagaraj has been put in charge of the Reading Room without the Librarian even telling me about it.

Shri D.R. Kalia: This is not true. Shri Banerji wanted to allot some extra duty to Shri Nagaraj before his transfer to the Reading Room but I passed orders in the file saying that as Shri Nagaraj was going to relieve Shri Datar, he should not be given any extra duty.

Shri Banerji: You did not mention in the file that Shri Nagaraj was going to relieve Shri Datar. You had simply said that he was going to be assigned some other duty.

Shri D.R. Kalia: May I send for the file ?

Chairman : We would like to see the file.

The file was produced before the Committee. Shri Banerji looked into the file and tendered his apologies.

Q. The other question I am asking is about organisation. The organisation has been altered.

Ans. About the re-organisation I have to say that I do not know of any Library where registration of periodicals and acquisition of books are dealt with in different Divisions.

Q. Do you have staff conferences?

Ans. Yes.

Q. Don't these questions come up there ?

Ans. Shri Kalia told me that he wanted to re-organise

the Library on these lines and I had told him to wait for the Staff Inspection Unit, but he did not accept my advice. Now what has happened is that a person who does not know Oriya is in charge of the Oriya Section. He cannot work. He is idling away his time.

Q. Such problems should be sorted out in the senior staff officers' conference.

Ans. Yes, Sir; but in a conference my advice is ignored. For example, a conference was convened by Shri Kalia to discuss the necessary changes in the cataloguing procedures, in which I disapproved of any change; but still the conference ignored my advice.

Q. Firstly, I want to know whether within this organisation there is complete harmony among the members of the staff or not. If not, when this disharmony took place. What is the position to-day? Is there rapport from the top to the bottom?

Ans. I must say that relations among the staff are not happy here and this can be viewed from two aspects. One is the relation between the association and the administration, and the second is between the administration and certain officers. Relations between the Association and the administration deteriorated in 1963. You cannot ignore staff associations any longer; you must go with them.

Q. Does the Joint Staff Council work properly here?

Ans. Staff Council cannot work properly because, according to the Government of India rules, no individual complaints can be taken up by it.

Q. Is it a fact that an enquiry was held against you by the Special Police Establishment sometime ago?

Ans. Yes, please.

Q. What were the charges?

Ans. The charge was that I got a certain book published by a publisher with whom I had official dealings.

Q. Did you take permission?

Ans. It was not necessary because for doing any literary

work for which you are going to be paid, no permission is necessary.

Q. Is it a fact that Shri Mulay gave you an adverse report in 1967 ? If so were you informed about it?

Ans. Yes, Sir. A copy was given to me in June 1967. The usual practice is to write the Report in January every year. But Shri Mulay did not communicate the adverse comments before receiving the order for his extension in June 1967. The Ministry asked him several times to give me a copy of the adverse comments. But he did not act according to the Ministry's instructions.

Q. What is the reason for this delay?

Ans. I have no exact information. But I presume that a superannuated officer now-a-days, may expect extension only if the next officer is considered unfit for the higher post. Probably this is the reason why he waited till the receipt of his extension order. On receipt of the adverse comments I submitted a representation and within ten days or so, the adverse remarks were "withdrawn".

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ENCLOSURE I II TO THE MINUTE OF DISSENT
BY SHRI D.R. KALIA, MEMBER SECRETARY

EXTRACTS FROM THE PROCEEDINGS OF THE SEVENTH SESSION (NINTH MEETING) OF THE REVIEWING COMMITTEE HELD ON THE 28TH DECEMBER, 1968, BETWEEN 10-30 A.M. AND 1-30 P.M.

(Shri...) who was in the Chair suggested that before the agenda was taken up; he would like to discuss a few matters relating to staff relations.

1) He referred to the letter which the Employees' Association had addressed to the Secretary to the Government of India, Ministry of Education, New Delhi, criticising inter alia, the Order issued by the Librarian regulating the entry of the members of the staff to the book stack, the alleged searching of the ladies' hand bags inside the Library by a Durwan, and the instructions issued by the Heads of Divisions verbally to the members of the staff that none should leave their seats without permission. Extracts from the letter containing these allegations were read out, (Shri....) observing that some action should have been taken immediately against the officers responsible for the searching of the ladies' hand bags.

2) The question of the police inquiry in 1964 against Shri C.R. Banerji, Deputy Librarian, National Library was then raised by him. The complaint related to the publication of some of Shri Banerji's books through a publisher who had official dealings with the Library while Shri Banerji was in-charge of the Acquisition Division. (Shri....) stated that the member-secretary did not place the entire file pertaining to the case before the Reviewing Committee, but only the report of the police asking the then Librarian to take disciplinary action against Shri Banerji. The explanations which Shri Banerji had given should also have been placed before the Committee.

3) (Shri) further said that he had been told that after Shri Mulay had given an adverse report to Shri C.R. Banerji for the year 1966, the Ministry of Education asked Shri Mulay to communicate the adverse remarks recorded in the report to Shri Banerji and that instead of doing so Shri Mulay wanted to withdraw the adverse remarks but he was not allowed to do so by the Ministry of Home Affairs. He asked whether the adverse remarks were communicated to Shri Banerji and he replied the remarks were expunged.

(Shri....) asked Shri Kalia whether he should have complained against Shri Banerji for obtaining the Mitchey Committee Report which the Reviewing Committee

wanted to have a look at and about which some members of the Committee had asked Shri Banerji whether it was available, and if so, where.

5) After Shri Banerji had been interviewed by the Reviewing Committee in November, 1968, the Member-Secretary was instructed by the Chairman to show the proceedings recorded by him to Shri Banerji for correction, if necessary. (Shri) said that he understood that the summary of his evidence prepared by the Member-Secretary in the proceedings was not accepted by Shri Banerji and he had prepared a record himself. He asked why the Member-Secretary had not supplied Shri Banerji's version to the Members of the Committee and only his version.

6) (Shri) further asked whether any inquiry had been made as yet into the allegation made by Shri Banerji of having been shadowed on 23.10.68, when he was going to the Jadavpur University.

(Another member of the Committee) - I think the Committee should mention the fact in the Report that the relations between the top two senior officers of the Library are not happy and that this has vitiated the entire atmosphere in the Library. I hope that Shri Kalia will have no objection to this statement being recorded by the Reviewing Committee in the Report.

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APPENDICES

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QUESTIONNAIRE PREPARED BY THE REVIEWING
COMMITTEE APPOINTED BY THE MINISTRY OF
EDUCATION OF THE GOVERNMENT OF INDIA FOR
REVIEWING THE WORKING **OF** THE NATIONAL LIBRARY
CALCUTTA AND SUGGESTING MEASURES FOR ITS
EFFICIENT FUNCTIONING AND FUTURE DEVELOPMENT



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No.NL/RC/19(ques.)

NATIONAL LIBRARY, CALCUTTA
REVIEWING COMMITTEE

Dear Sir/Madam,

A Reviewing Committee has been appointed by the Ministry of Education of the Government of India with a view to reviewing the working of the National Library, Calcutta, and suggesting measures for its efficient functioning and future development. The Committee has decided to issue a questionnaire to elicit views and opinion on the working of the Library from persons whose views will be helpful to the Committee in its deliberations. A copy of the questionnaire is enclosed.

The Committee will appreciate if you could fill in the questionnaire so as to reach its Member-Secretary by 25th of August, 1968, to the following address:

D.R. KALIA
Member-Secretary
Reviewing Committee
C/o National Library
Belvedere
Calcutta-27.

Yours faithfully,

D.R. Kalia
MEMBER- SECRETARY

P.S.: Wherever you find the space insufficient for the answers, kindly use the blank sheets at the end.

QUESTIONNAIRE

Part I : Aims and Objectives

The aims of a National Library are generally considered to be the following:

- (a) To acquire and conserve the whole of the National production of printed material and the entire production about the country in any language;
- (b) To acquire and conserve important manuscripts of national value;
- (c) To serve as the legal depository of all printed materials in the country;
- (d) To keep a record in the form of a National Union Catalogue of printed materials about the country stored elsewhere;
- (e) To co-ordinate efforts to obtain the foreign literature that the country requires, so as to avoid unnecessary duplication and wastage of foreign exchange;
- (f) To undertake bibliographical and documentation activity and to compile and publish the Indian National Bibliography;
- (g) To be the centre for international book exchange and international loan; and
- (h) To perform such other functions as are conducive to the preservation and development of our national culture.

Questions

1. Do you agree with the aims and objectives stated in the preamble above?

not, what modifications would you suggest?

Part II: Library Activities and Services

The following are generally considered to be the activities and services of the National Library:

- (a) To provide bibliographical, documentation and reference services;
- (b) To provide facilities for consultation of reading materials on the premises of the Library or through other approved libraries;
- (c) To provide photo-copying and other reprographic services;
- (d) To provide facilities for advanced training in specialised fields of library work to qualified librarians;
- (e) To undertake and promote publication of books of reference and bibliographical value;
- (f) To promote the use of research materials through extension activities, such as book exhibitions, National Book Week, lectures, discussions, film shows, seminars, etc.;
- (g) To publish a newsletter and a journal, and to use other media of communication for disseminating knowledge and for making the resources and the services of the library widely known;
- (h) To initiate or participate in cooperative activities

among the nation's libraries, such as cooperative book acquisition, cooperative cataloguing, printing and distribution of printed catalogue cards on the lines of the Library of Congress etc.;

- (i) To cooperate with National and International agencies in Library and allied matters; and
- (j) To perform such other functions as are consistent with the aims and objectives of the National Library.

questions

- Do you agree with the activities and services listed above ?
If not, what modifications and additions would you suggest?



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2. Do you think that the cooperative activities of the National Library mentioned above are extensive enough?

3. What should be the nature of the relationship between the National Library and the Universities and research institutes (not merely their libraries) ?

4. What should be the relationship between the National Library and the State Library systems?



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Use of the Library's Services

5. Have you ever used the services of the National Library, Calcutta? If so, during what period and for what purposes?

6. What is your assessment of the Library's resources and services ?
7. What measures would you suggest for the improvement of the resources and services of the National Library ?
- 
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8. Do you consider that the supply of books and periodicals and other published material is adequate for the needs of a national library ?

9. Do you consider that the books are safe in use and are not mutilated, destroyed or lost in the process of use ? . If not, can you suggest how the following can be prevented ?

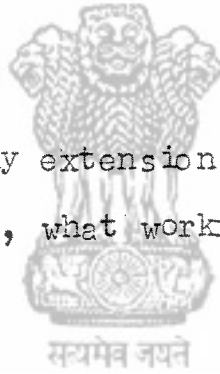
- i) misuse of books;
- ii) Mutilation; and
- iii) loss of books.



10. Do you consider that new books and periodicals obtained for the Library are promptly and properly displayed and made available for use ?

11. What improvement would you suggest in the Reading Room facilities, especially for serious readers and research scholars ?

12. Would you suggest any extension in the working hours of the Library ? If so, what working hours would you prefer?



Part-III: Organisation and Administration

At present the National Library is a Subordinate Office of the Ministry of Education, Government of India. The Librarian is the Head of the Department. In order to advise the Government of India on the proper functioning of the National Library, there is a Council comprising 12 members; two nominees of the Government of West Bengal; a nominee of the Calcutta University, one representative of the Central Universities nominated by them by rotation and six persons nominated by the Government of India. The Joint Secretary (Culture), Ministry of Education, Government of India, is its ex-officio Chairman and the Librarian, National Library, is its ex-officio Member-Secretary. The Council has to meet at least once a year.

Questions

1. Do you think that the present administrative arrangement is satisfactory and is conducive to the efficient management of the work of the National Library ?

2. If not, what changes would you propose in this respect and on what grounds ?

3. Would you prefer creation of an autonomous Governing Board for policy making and control ?

Should it be by statute or by executive order ? If so, indicate the composition, functions and powers of such an autonomous Governing Board?

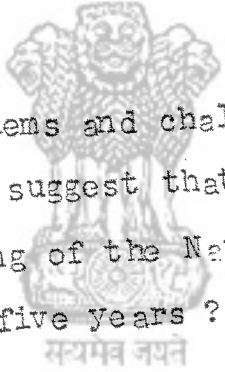
4. Explosion of knowledge and of publications is bound to render the National Library too large and cumbersome for efficient organisation and servicing. Would you suggest establishment of separate specialist National Libraries, for example, for Medicine, Agriculture and Science and Technology?

Do you think that the National Library should concern itself mainly with Humanities, Social Sciences and Law?

5. It has been suggested that an integrated system of four National Libraries should be created other than the specialist National Libraries (Medicine, Agriculture, Science and Technology) with centres at Calcutta, Madras, Bombay and Delhi. Do you agree with this proposal ? If so, what

should be the nature of their integration?

Would you suggest any changes in the complex of the National Library proposed in questions 4 and 5 above to meet the needs of the development of the regional languages of India ?

- 
7. In view of the new problems and challenges which arise from time to time, would you suggest that there should be evaluation of the working of the National Library periodically, say, once every five years ?

Library Personnel

- Should the staff of the National Library at the higher levels have high academic qualifications in addition to professional qualifications and experience ?
- Apart from developing foreign language expertise in the staff of the National Library by offering proper incentives, should there be specific employment of foreign language personnel in

the working of the foreign language collections
of the National Library, especially with reference
to some important Asian languages?



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Part - IV: Finance

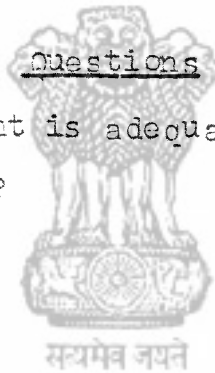
Book Budget

During the last five years the Government grant for the purchase of books and periodicals was as follows:

1963-64		Rs. 4,00,000/-
1964-65		Rs. 4,00,000/-
1965-66		Rs. 4,00,000/-
1966-67		Rs. 2,00,000/-
1967-68		Rs. 3,50,000/-
1968-69		Rs. 3,00,000/-

Questions

1. Do you think this grant is adequate to serve the needs of the National Library ?



NATIONAL LIBRARY, CALCUTTA
(as on April 1, 1968)

AT A GLANCE

1. Year of establishment 1903
2. Administered by Government of India,
Ministry of Education,
New Delhi.

3. RESOURCES

(a) <u>Budgeted expenditure:</u>	Non-Plan	Rs. 27,78,300.00
	Plan	Rs. <u>5,43,000.00</u>
	Total:	Rs. 33,21,300.00

(b) Buildings

The old Viceregal lodge known as 'Belvedere' houses the main library i.e. Public Catalogues, Reading Rooms with about 350 seats, Lending Section, work rooms for the staff, and has a floor area of about 56,414 sq. ft. A nine storeyed Annexe completed in 1967 with a floor area of 79,200 sq. ft. houses the Maps Division, Reprographic Unit, Indian Official publications, bound volumes of periodicals, Asutosh Collection, European Languages Division, Asian and African Languages Division, Administrative Division, Auditorium with a seating capacity for 300 persons and a Canteen.

Besides these two buildings there is a wing close to the main building where Foreign Official Documents Unit is located. Bound volumes of newspapers are stacked at the Esplanade which is about 5 km. from Belvedere. Facilities for consultation are also provided at the Esplanade.

Accommodation is provided for nearly 120 members of the staff out of a total number of 523 employees on the Belvedere Estate.

c) Personnel

i) Professional	117	22.4%
ii) Clerical	100	19.1%
iii) Other	<u>306</u>	58.5%
Total:	523	

d) Reading materials

i) Books	8,37,230*	(approx.)
ii) Bound vols. of periodicals	79,300	"
iii) Indian official publications	1,19,700	"
iv) Foreign official publications	2,25,000	"
v) Maps	43,671	"
vi) Manuscripts	<u>2,876</u>	"
Total:	13,07,777	"

e) New Additions

No. of publications received during the year 1967-68:

i) Under the Delivery of Books Act	16,827
ii) As gift	11,567
iii) On exchange	3,227
iv) By purchase	8,871
v) No. of current periodicals (titles) received during the year 1967-68	11,910

- vi) Total amount of money spent
on the purchase of publica-
tions during 1967-68

Rs. 4,24,373.00

1. SERVICES

- a) No. of days the Library is

kept open in a year 362

Working hours: 9 a.m. to 8 p.m.
on weekdays and
10 a.m. to 5 p.m.
on Sundays and
Holidays

- b) No. of readers who made use of the

reading facilities at the Library 3,13,319

- c) No. of (individual) registered 17,416

borrowers:

i) Local - 16,747 96.3 %

ii) From other parts
of India - 669 3.7%

- d) No. of volumes issued to

borrowers during the year 77,396

i) Local - 76,796 99.1%

ii) From other parts
of India - 600 0.9%

- e) No. of scholars who stayed
in the Readers' Hostel
during the year 1967 - 68

93

- f) No. of bibliographies compiled
and the no. of entries therein

121
9,376

* This figure includes 2,06,226 (approx.) books in the Indian languages, 15,000 (approx.) books in Asian and African languages viz. Arabic, Chinese, Japanese, Korean, Nepalese, Persian, and Tibetan, etc. 12,000 (approx.) books in European languages including English viz. Russian, French, German, Spanish, and Italian, etc.

List of persons interviewed by the
Reviewing Committee

<u>Name</u>	<u>Date of interview</u>
1.Dr. A.M.D'Rozario, Joint Secretary to the Government of India, Ministry of Education.	20.6.68
2.Dr. Amallesh Tripathi, Member, National Library Council	10.9.68
3.Shri Ramlal Parik, Member, National Library Council	10.9.68 and 11.9.68
4.Shri P.N.Kaula, Member, National Library Council	10.9.68 and 11.9.68
5.Prof. Sher Singh, Union Minister of State for Education	11.9.68
6.Lady Ranu Mukerjee, Calcutta	11.9.68
*7.Shri B.Mukerjee, Librarian, Calcutta University Library	11.9.68
*8.Dr. A.K.Ohdedar, Librarian, Jadavpur University Library.	11.9.68
*9.Shri B.Sengupta, Librarian, Burdwan University Library.	11.9.68
10. Shri Ananta Chakravatry, Librarian, West Bengal Secretariat Library.	11.9.68
11. Shri Durgaprasad Bhattacharya, Indian Statistical Institute.	11.9.68
12. Shri Prabir Kr. Roy Chaudhury, Lecturer, Library Science, Jadavpur University.	11.9.68
13. Shri J.Saha, Chief Librarian, Indian Statistical Institute	11.9.68
14. Shri P.C.Bose, Ex-Librarian, Calcutta University.	11.9.68

*15. Shri Ajit Kr. Mukherjee, 11.9.68
Head of the Dept. of Library Science.

*16. Shri D.C.Sarkar, 11.9.68
Librarian, State Central Library.

*Local Librarians.

17. Dr. Kanak Sarbadhikary, 12.9.68
Director of Health Services,
West Bengal.

18. Dr. Manindra Mohan Chakravarty, 12.9.68
President, West Bengal College
and University Teachers' Association.

19. Dr. B.Mukherjee, 12.9.68
President, IASLIC and Director,
Chittaranjan National Cancer
Research Centre, Calcutta.

20. Shri G.B.Ghosh, 12.9.68
Librarian, Geological Survey of
India and Secretary, IASLIC.

21. Swami Akuntananda, 12.9.68
Secretary, Ramakrishna Mission
Institute of Culture, Calcutta.

22. Dr. K.K.Tewari, 12.9.68
Superintending Zoologist,
Zoological Survey of India,
Calcutta.

23. Shri J.N.Talukdar, I.C.S.(Retd.) 12.9.68
Calcutta.

24. Representatives of the National 12.9.68
Library Employees' Association.

25. Shri L.C.Jain, 13.9.68
Secretary, Bharatiya Jnanapith.

26. Shri Kshitish Roy, 13.9.68
Secretary, Sahitya Akademi
Regional Office, Calcutta.

27. Shri B.Moitra, 13.9.68.
Chief Engineer, Flood Control
Govt. of West Bengal, and Chairman,
Library Sub-Committee of the
Institute of Engineers(India)

.....

28. Shri V.Thillainayagam, 2.11.68
Librarian, Connemara Public Library,
Madras.
29. Shri V.S.Muthiah, 2.11.68
Librarian, Madras University Library,
Madras
30. Dr. D.B.Krishna Rao, 2.11.68
Prof. & Head of the Deptt. of
Library Science, University of Madras
31. Dr. V.S.Padmanabhan, 2.11.68
Scientist, Central Leather Research
Institute, Madras.
32. Dr. M.V.Rao, 2.11.68
Scientist, Central Leather Research
Institute, Madras.
33. Shri V.S.Nazir Ahmed, 2.11.68
Librarian, Indian Institute of
Technology, Madras.
34. Dr. Masti Venkatesha Iyenger, 5.11.68
Rtd. Excise Commissioner and
a Writer, Bangalore.
35. Prof. V.Sitaraniak, 5.11.68
Rtd. Principal of a College,
Bangalore.
36. Shri H.D.Bagari, 5.11.68
Librarian, State Central Library,
Bangalore.
37. Shri K.S.Deshpande, 5.11.68
Librarian, Bangalore University
Library, Bangalore.
38. Dr. G.Rangaswamy, 5.11.68
Acting Vice-Chancellor,
University of Agricultural Sciences,
Bangalore.
39. Justice T.K.Tukol, 5.11.68
High Court of Mysore, Bangalore.
40. Shri P.Kodana Rao, 6.11.68
(Writer) Bangalore

41. Dr. M.Sivaram, 6.11.68
Medical Practitioner and an
Editor of a Journal, Bangalore
42. Dr. D.V.Gundappa, 6.11.68
Scholar and President, Gokhale
Institute of Public Affairs,
Bangalore.
43. Shri A.P. Sen Gupta, 26.11.68
Deputy Librarian-II, National
Library, Calcutta.
44. Dr. P.C. Gupta, 26.11.68
Dean of the Faculty of Arts,
Jadavpur University.
45. Dr. N.K. Sinha, 26.11.68
Head of the Deptt. of History,
Calcutta University.
46. Dr. R.C. Majumdar 27.11.68
(Historian) Calcutta.
47. Shri Ramesh Ghoshal, 27.11.68
(Writer) Calcutta.
48. Shri Benoy Ghosh, 27.11.68
(Writer) Calcutta.
49. Shri D.B. Chaudhury, 27.11.68
Assistant Librarian,
National Library, Calcutta.
50. Shri Krishnacharya, 27.11.68
Assistant Librarian,
National Library,
Calcutta.
51. Shri B.N. Gupta, 27.11.68
Administrative Officer,
National Library, Calcutta.
52. Shri M.N. Nagraj, 27.11.68
Assistant Librarian,
National Library,
Calcutta.
53. Shri Ananda Ram, 27.11.68
Assistant Editor,
Central Reference Library,
Calcutta.



54. Shri Benoy Dutta,
Co-Editor, Bharat Kosh,
Calcutta. 28.11.68
55. Shri C.R.Banerji,
Deputy Librarian-I,
National Library,
Calcutta. 28.11.68 and
29.11.68

The Committee called on the following eminent persons

1. Shri C.Rajagopalchari, Madras.
2. Sir Arcot Lakshmanaswami Mudaliar,
Vice-Chancellor, University of Madras.



सत्यमेव जयते

B. STAFF STRUCTURE

No.	Category of Post	Pay Scale	No. of sanctioned posts
2		3	4

PROFESSIONAL

CLASS I

Librarian	Rs. 1800-100- ~~2000~~ /-	1
Deputy Librarian	Rs. 700-40-1100-50/2-1150/-	2

CLASS II

Assistant Librarian	Rs. 350-25-500-30-590-EB-800-EB-830-35-900/-	22
Senior Lecturer	-do-	1

CLASS II
(Non-Gazetted)

Lecturer	Rs. 325-15-475-EB-20-575/-	2
Superintendent (Periodicals)	Rs. 320-15-470-EB-15-530/-	1
Superintendent (Technical)	-do-	1

CLASS III

Technical Assistant	Rs. 210-10-290-15-320-EB-15-425/-	48
Junior Technical Asstt.	160-8-256-EB-8-280-10-300/-	68

TECHNICIANS

CLASS II

Garden Superintendent	Rs. 350-25-500-30-590-EB-800-EB-30-830-35-900/-	1
Chemist	Rs. 400-25-500-30-590-EB-30-800/-	1
Micro-Photographer	-do-	1

2.	3.	4
<u>CLASS III</u>		
Assistant Micro-Photographer	Rs.210-10-290-15-320-EB-15-425/-	1
Foreman	Rs.200-10-290-15-320-EB-15-425/-	1
Display Assistant	Rs. 130-5-160-8-200-EB-8-256-EB-8-280-10-300/-	1
Laboratory Assistant	Rs.110-4-150-EB-4-170-5-180-5-200/-	1
Photo Assistant	-do-	2
Gold Finisher	Rs. 125-3-131-4-143/-	4
Driver	Rs. 110-3-131-4-139/-	1
Binder	Rs. 100-3-130/-	20
Mender	- do -	10

MINISTERIAL

CLASS II

Administrative Officer	Rs. 620-30-830/-	1
Superintendent(Accounts)	Rs. 450-25-575/-	1
Superintendent(Office)	Rs. 350-20-450-25-475/-	1

CLASS II I

Senior Assistant	Rs.210-10-290-15-320-EB-15-425/-	6
Stenographer Grade I	- do -	1

	2.	3.	4
. Caretaker	Rs.150-10-250-EB-10-290- 15-335-EB-15-380/-		1
. Assistant (Accounts)	Rs.150-250-EB-10-290-15-320/-		1
. Accountant	Rs.130-5-160-8-200-EB-8-256- 8-280-10-300/-		1
. Storekeeper	-do-		1
. Assistant	-do-		15
3. Upper Division Clerk	-do-		1
9. Stenographer Grade II	-do-		1
10. Selection Grade Lower Division Clerk	Rs.150-5-175-6-205-EB-7- 240/-		2
11. Cashier	Rs.110-3-131-4-155-EB-4-175-5- 180/-		1
12. Clerk/Typist	-do-		71
13. Steno-Typist	-do-		1
14. Telephone Operator	-do-		2
15. Report Writer	-do-		1
16. Junior Reference Asstt.	Rs. 95-3-131-EB-4-155/-		53

1.	2.	3.	4
<u>CLASS IV.</u>			
1. Sorter	Rs.80-1-85-2-95-3-110/-		41
2. Chowdhary	Rs.85-2-95-3-110/-		1
3. Laboratory .. Attendant	Rs.80-1-85-2-95-3-110/-		2
4. Duftary	Rs. 75-1-85-EB-2-95/-		7
5. Labeller	-do-		8
6. Jamadar	-do-		1
7. Head Guard	-do-		1
8. Head Chowkidar	-do-		1
9. Peon	Rs. 70-1-80-EB-1-85/-		5
10. Orderly	-do-		2
11. Farash	-do-		3
12. Durwan	-do-		1
13. Guard	-do-		13
14. Chowkidar	-do-		14
15. Dusting Bearer	-do-		47
16. Mali	-do-		12
17. Labourer	-do-		4

1.	2	3	4
.	Sweeper	Rs. 70-1-80- ~~15~~ -1-25/-	13
.	Gestetner Operator	Rs. 75-1-85- ~~15~~ -1-25/-	1
			177

SUMMARY

Class I .. 3
Class II .. 27
Class II
(Non-Gazetted) 6
Class III ... 316
Class IV ... 177
Total ... 529

Professional..146

Technicians .. 44

Ministerial .. 162

Others ... 177

529

.....

APPENDIX -

STATEMENT SHOWING BUDGET GRANT OF THE NATIONAL
LIBRARY, CALCUTTA FOR THE YEARS 1965-66 to 1969-70

	Budget Grant for the years				
	1965-66	1966-67	1967-68	1968-69	1969-70
Pay of Officers	1,77,600	1,67,400	1,59,400	1,70,600	1,84,500
Pay of Establish-ment	7,77,900	7,44,900	7,53,000	8,13,500	8,25,000
<u>Allowances & Honoraria :</u>					
Earnings Allowance)	1,72,300	2,89,700	3,32,000	4,72,100	5,67,000
Travelling Allowance	12,500	15,000	20,000	10,000	10,000
Userment & Allowance	2,44,500	2,35,200	2,29,600	2,62,200	2,62,000
<u>Other Charges:</u>					
Recharge of books & publications.	4,00,000	2,00,000	3,50,000	3,00,000	4,50,000
Office Exp. and Other Charges	3,50,000	3,74,200	4,44,000	7,50,000	6,50,000
Grant (Non-Plan)	21,34,800	20,26,000	22,88,000	27,78,400	29,48,500
Grant (Plan)	Nil	2,60,000	5,51,700	5,43,000	4,15,000
AND TOTAL	21,34,800	22,86,000	28,39,700	33,21,400	33,63,500

CENTRAL REFERENCE LIBRARY, CALCUTTA

Statement showing the budget grants of the Central Reference Libr
for the years 1965-66, 1966-67, 1967-68, 1968-69 & 1969-70 (Plan)

<u>ailed</u> <u>ds</u>	Budget for 1965-66	Budget for 1966-67	Budget for 1967-68	Budget for 1968-69	Budget for 1969-70
r of Officer	80,800	84,600	90,300	94,000	99,100
r of Estab- shment	86,300	82,500	84,100	88,300	91,000
<u>lowances</u>					
arness lowance	21,400	43,400	50,100	66,800	69,200
avelling lowance	7,000	12,000	6,000	5,700	5,400
R.A., C.C.A& her allowances.	34,000	27,600	31,500	33,300	36,300
her orges	25,300	18,300	20,000	17,000	20,000
 rand Total :	 2,54,800	 2,68,400	 2,82,000	 3,05,600	 3,21,000

APPENDIX - VII

NATIONAL LIBRARY, CALCUTTA

A LIST OF PUBLICATIONS (YEARWISE) OF THE NATIONAL
LIBRARY, CALCUTTA - FROM THE YEAR 1921 to DATE

<u>1921</u>		<u>No. of Vols.</u>
i)	Catalogue Raisonne of the Buhar Library (Persian Mss.)	I
<u>1923</u>		
i)	Catalogue Raisonne of the Buhar Library (Arabic Mss.)	II
<u>1929</u>		
i)	Subject Index to the Author Catalogue.	Ist Supplement
<u>1939</u>		
i)	Subject Index to the Author Catalogue.	2nd Supplement
<u>1941</u>		
i)	Author Catalogue of Printed Books in European Languages.	I
ii)	Author Catalogue of Printed Books in Bengali Language.	I
<u>1942</u>		
i)	Author Catalogue of Printed Books in European Languages.	II
ii)	- do -	III
<u>1943</u>		
i)	Author Catalogue of Printed Books in European Languages.	IV
ii)	Author Catalogue of Printed Books in Bengali Language.	II
<u>1947</u>		
i)	Annual Report for 1941-42, 1942-43 & 1943-44.	I

No. of vols.

1951

- i) Catalogue of Sanskrit, Pali
Prakrit Books. I

1953

- ed Books V
Souvenir
Volume. I

1954

- i) Author Catalogue of Printed Books
in European Languages. VI

1955

- i) Brochure on the Carey Exhibition
of Early Printing & Five Printing I

1956

- i) Author Catalogue of Printed Books
in European Languages. VII
ii) Catalogue of Periodicals, Newspapers
and Gazette. I
iii) Catalogue of Sanskrit, Pali
Prakrit Books.
iv) Brochure on Exhibition of Mss.
books, process of Illustration
objects and Folk painting. I
v) Annual Report for 1944-45 to 1953-54 I

1957

- i) Brochure on 1857 Centenary Exhibition
of printed books, Documents and Illus-
tration. I

1958

- i) Ashutosh Collection Catalogue
(Fine Arts). I
ii) Annual Report for 1954-55 & 1955-56 I

ORGANISATIONAL SET-UP
NATIONAL LIBRARY

A. ORG.

LIB.

DEPUTY LIBRARIAN - I

<u>Bengali Division</u> Assistant Librarian	<u>Gujarati Division</u> Assistant Librarian	<u>Hindi Division</u> Assistant Librarian	<u>Kanada Division</u> Assistant Librarian	<u>Malayalam Division</u> Assistant Librarian
<u>Marathi Division</u> Assistant Librarian	<u>Sanskrit Division</u> Assistant Librarian	<u>Tamil Division</u> Assistant Librarian	<u>Telugu Division</u> Assistant Librarian	<u>Bibliography Divn.</u> Assistant Librarian
<u>Circulation Division</u> Assistant Librarian	<u>Reference Division</u> Assistant Librarian	<u>Stack Division</u> Assistant Librarian	<u>Afro-Asian Division</u> Assistant Librarian	<u>Esplanade Reading Room.</u> Superintendent
<u>Drive Division</u> Technical Assistant	<u>Punjabi Division</u> Technical Assistant	<u>Urdu Division</u> Technical Assistant	<u>Children's Library Sec</u> Technical Assistant	<u>Assamese Division</u> Junior Technical Assistant
<u>Exhibition Section</u> Display Assistant	<u>Central Sorting Unit</u> Assistant			

Administrative Division

Administrative Officer

Superintendent
(Office)

Superintendent
(Accounts)

Security

Vacant

Senior Assistant

SETUP AND STAFF STRUCTURE OF THE
NATIONAL LIBRARY, CALCUTTA

1975

ORGANISATION CHART

LIBRARIAN

		<u>DEPUTY LIBRARIAN - II</u>		
<u>Acquisition</u> <u>Division</u>	<u>Chinese Division</u>	<u>European</u> <u>Division</u>		
Assistant Librarian	Assistant Librarian (Vacant)	Assistant Librarian		
<u>Maps & Prints</u> <u>Division</u>	<u>Preservation</u> <u>Division</u>	<u>Processing</u> <u>Division</u>		
Assistant Librarian	Assistant Librarian	Assistant Librarian		
<u>Library</u> <u>Training</u>	<u>Reproduction</u> <u>Division</u>	<u>Garden</u> <u>Division</u>		
Senior Lecturer (Vacant)	Micro- Photographer	Garden Superintendent		
<u>Laboratory</u> <u>Division</u>	<u>Indian Official</u> <u>Document Section</u>	<u>Foreign Official</u> <u>Document Section</u>		
Chemist	Technical Assistant	Technical Assistant		
<u>Autosh Collection</u> <u>Section</u>	<u>Gift & Exchange</u> <u>Section</u>	<u>S. V. J. Collection</u> <u>Serials Section</u>		
Technical Assistant	Technical Assistant	Technical Assistant		

Work Study Unit

Technical Assistant

ORGANISATION
A. ORGANISATION
*LIBRARIAN, NATIONAL
&
HONORARY LIBRARIAN
LANGUAGE DI

Assamese Division	Bengali Division	English Division	Gujarati Div
Assistant Editor	Assistant Editor	Assistant Editor	Assistant Editor
Marathi Division	Oriya Division	Punjabi Division	Sanskrit
Assistant Editor	Assistant Editor	Assistant Editor	Assistant Editor (Va

Cumulation section
Sub-Editor

Professional सक्यमेव जयते

<u>Class II Gazetted</u>		<u>Class II non-Gazetted</u>
Assistant Editor	Rs. 350-25-500-30 .. 14 590-EB-30-800-EB- 30-830-35-900/-	Superintendent
<u>Class III</u>		<u>Class III</u>
Sub-Editor	Rs. 210-10-290-15... 19 320-EB-15-425/-	Senior Assistant
	33	U.D. Clerk
		Stenographer
		Storekeeper
		U.D. Clerk

	Summary
Class II Gazetted	.. 14
Class II Non-Gazetted	.. 1
Class III	.. 35
Class IV	.. 8
	58

*Librarian, National
in-Charge of the
Indian National
** Administrative
appointed to look
Reference Library

N CHART
LIBRARY, CALCUTTA

-IN CHARGE

V I S I O N S

Division	Hindi division	Kannada Division	Malayalam I
	Assistant Editor	Assistant Editor	Assistant Editor
Division	Tamil Division	Telugu Division	Urdu Division
ant)	Assistant Editor	Assistant Editor	Assistant Editor
	<u>Administrative Division</u> ** Administrative Officer National Library Superintendent (Office)		

3. STAFF STRUCTURE

<u>Ministerial</u>	<u>Others</u>
<u>Class IV</u> Rs. 350-20-450-25- ..1 475/- Rs. 210-10-290- ..1 15-320-EB-15-425/- Rs. 130-5-160-8- ..2 200-EB-8-256-EB- 8-280-10-300/- Rs. -do- .. 1 Rs. -do- .. 1 Rs. 110-3-131-4-155- ..11 EB-4-175-5-180/- 17	<u>Class IV</u> Record Attendant Rs. 80-1-85-2- 95-EB-3-110/- Daftry Rs. 75-1-85-EB- - 2-95/- Peon Rs. 70-1-80-EB- - 1-85/- Dusting Bearer Rs. - do -

Library, Calcutta is the honorary Librarian-
Central Reference Library and Chief Editor of the
Biography.
Officer, National Library, Calcutta has been
After the Administrative work of the Central
a special pay of Rs.100/- per month

Summary
Professional
Ministerial
Others

.....